

Shoalhaven Arts Board

Meeting Date: Thursday, 02 March, 2017
Location: Seven Mile Meeting Room, Level 2, City Administrative Centre, Bridge Road, Nowra
Time: 1:00pm

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Agenda

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4. **Presentations**
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 - AB17.6 Library Services - Update
 - AB17.7 Shoalhaven Entertainment Centre - Update

Membership

Clr John Wells - Chairperson
Clr Kaye Gartner
Clr John Levett
Mr Robert Swieca
Ms Merylynn Weiss
Mr Warwick Keen
Mr Ian Grant
Ms Alison Chiam

Quorum – Majority of the members.

Purpose

- To develop strategy and policy both for the Shoalhaven City Council as well as in alignment with the Region.
- To develop and implement policy, planning and promotion for the broad arts within existing resources and using co-opted panel of peers for professional advice. They include:
 - Visual Arts
 - Heritage and Museum Sector
 - Literature
 - Performing Arts
 - Audience development

Delegated Authority

- Make recommendation on the arts to Council
- Appoint suitable representatives to fill casual vacancies on a set term basis
- Inform and recommend policy for arts related funding programs, and where required by Council, vote on related matters
- To establish a peer panel of professionals, experts and practitioners across art forms, heritage and cultural platforms to be co-opted as needed for input and advice to the Shoalhaven Arts Board
- To establish a Shoalhaven Arts Foundation:
 - To support the development and enrichment of broad arts across the Shoalhaven including visual, heritage, literature & performing arts
 - To ensure that the Foundation in its governance, membership and charter are independent/ and at arms-length from Council yet which needs to work in concert with the Shoalhaven Arts Board and the Council and the community needs
 - To fundraise and develop a sustainable principal investment to generate ongoing grant funds

Relevant staff will work collaboratively with the Shoalhaven Arts Board to:

- Develop and implement activities to achieve objectives in line with the Shoalhaven Arts Board recommendations, the Council's policies and corporate plan

MINUTES OF THE SHOALHAVEN ARTS BOARD

Meeting Date: Wednesday, 16 November 2016
Location: The Arts Studio, Level 2, The Arts Centre, Nowra
Time: 1.00 pm

The following members were present:

Clr John Wells - Chairperson
Clr Kaye Gartner
Mr Ian Grant
Mr Warwick Keen
Mr Robert Swieca
Ms Merilynn Weiss
Ms Alison Chiam

Others:

Bronwyn Coulston - Unit Manager Arts and Culture
Sarah Taylor – Unit Manager – Library Service
Jane Lewis – Section Manager – Recreation, Community and Culture
Sara McMahon – Governance Business Unit Manager

Note: The Governance Business Unit Manager, Sara McMahon advised that the meeting had been called at short notice to deal with grant applications. As the Board was without an appointed Chairperson these items were unable to be dealt with electronically. The next meeting of the Board which is scheduled for February 2017 will include an induction for Board members in relation the Terms of Reference of the Board, the Code of Conduct and Meeting procedures, etc.

It was noted that a request had been received earlier on the date of the meeting from Alison Chiam to include an additional agenda item of the Strategic Plan at this meeting. Ms McMahon suggested that given there are new Councillor members on the Board who were unfamiliar with the work of the Board, and that prior notice was not given that this would be best held over until the next meeting.

Members of the Committee expressed concern that the Strategic Plan requires attention as a priority and should not be held over until February 2017. It was decided that discussion of this matter be held in abeyance until later in the meeting.

Election of Chairperson

RESOLVED (Clr Gartner/ Warwick Keen)

That Councillor John Wells be appointed as the Chairperson for the Shoalhaven Arts Board .

CARRIED

Councillor Wells thanked the Committee for the appointment and provided an overview of his involvement in the Arts in the Shoalhaven and his personal interests in art and culture.

Apologies / Leave of Absence

Clr Levett

Confirmation of the Minutes

RESOLVED (Ian Grant / Merilynn Weiss)

That the Minutes of the Shoalhaven Arts Board held on Thursday 11 August 2016 be confirmed with the following amendments:

1. That the following corrections be made to 4. Grants Program – 2016/17
 - a. Replace the wording in the first sentence in the first paragraph with the following:
“ In 2016/2017 more workshops are required as applicants must attend a workshop. One key element to be covered is “themes”.
 - b. Replace the wording “Developing Public Art” with “Developing the arts” in part a) & b) of the resolution.
2. That the following corrections be made to the names in the Resolution of the Board outlined on page 6 to read as follows:
 - *Jennifer Robertson (Not Jennifer Timothy)*
 - *Timothy George (Not George)*
3. That the first sentence under the heading 9. Additional Item – Future Strategic Plan be replaced with the following:
“Clr Baptist tabled an amendment to the Draft Future Strategic Plan, which was a revision to the Draft prepared by Alison Chiam and Ian Grant with the endorsement of and following workshopping with Clr Baptist. The Draft tabled by Clr Baptist had not been discussed prior to tabling. Clr Baptist then invited Ian Grant to present the Draft resulting from the workshopping between him, Alison and Ian.”

CARRIED

Declarations of Interest

Nil

REPORTS

AB16.2 Shoalhaven Arts Board Grants 2016/17

**HPERM Ref:
D16/345438**

Bronwyn Coulston provided an update and overview of the applications for the \$5,000 Grants and the additional information which had been provided to Council since the meeting of the Arts Board Grants Sub- Committee.

Recommendation (Ian Grant / Merilynn Weiss)

That the following Shoalhaven Arts Board grants be awarded:

1. \$7,000 to the Callala Bay Progress Association for their public art project ‘Traditional Log Installation’
2. \$5,000 grants to the following applicants :
 - a. Dos Enos for the production of a music video called ‘Far Meadow Blues’.

- b. Jervis Bay and Basin Arts for their 'Shared Pathways project.

CARRIED

AB16.3 Shoalhaven Arts Board Art Acquisition Sub-Committee

**HPERM Ref:
D16/345884**

RESOLVED (Ian Grant / Alison Chiam)

That

1. The work *By the Pool, Meroo NSW* by Leonard Long be acquired by the Regional Gallery Collection for the cost of \$1,100 funded from Arts & Culture budget (Job Number 21596 / 10729)
2. The work *W. Wind Gale* by Samuel Elyard be accepted as a donation into the Regional Gallery Collection and the Shoalhaven Arts Board convey its appreciation to Katherine Dwan for the donation.

CARRIED

AB16.4 Future Strategic Plan

Councillor Wells advised that it was apparent from discussions earlier in the meeting that draft documents in relation to the Strategic Plan of the Arts Board had previously been tabled or circulated to some members in relation to the Strategic Plan. For the benefit of new members and the Board to proceed in its considerations in a timely manner, those documents should be circulated to all members and a workshop be organised as soon as possible to discuss those documents with a view to forming consensus on a plan forward.

Jane Lewis confirmed that the Strategic Plan for the Board is not bound by the review timing for Council's Community Strategic Plan (CSP) as the CSP is very broad in concept. Ms Lewis noted that there are other plans covering Arts and Culture which are in place around the Arts Centre, the Libraries and Shoalhaven Entertainment Centre, however there is a gap related to the Arts Board activities in those plans.

Alison Chiam confirmed that she and Ian Grant had worked on and provided a Draft Interim Strategic Plan document, however a more detailed and professional document is required. One of the considerations put forward at the previous meeting was that a consultant be engaged for this purpose. Jane Lewis advised that there currently is no budget for such a consultant and she believed that within the staff and Board Members there would be sufficient skills to create the required plan.

Jane Lewis confirmed with the Board that the Director Corporate and Community Services had agreed that the timeframe in which members of her team would be in a position to work on development of the plan with the Board members would be from February 2017 onwards. This also aligns with the development of the CSP.

Ian Grant advised that in the workshops and induction relating to the Board he would seek further clarification as to the involvement of the Board in the decisions of the Council relating to Arts and Culture, as he did not feel that adequate consultation had taken place.

RESOLVED (Clr Wells / By consent)

1. That as a matter of urgency the following documents be provided to Board Members for

consideration:

- a. A copy of the Draft Strategy Document previously submitted to the Board by Ian Grant and Alison Chiam.
 - b. A copy of the Draft Strategy Document which has been prepared by staff
 - c. A copy of the current Community Strategic Plan
2. That a workshop be organised for discussion of the Strategic Framework of the Arts Board as soon as possible, ideally on a Thursday at 1.00pm in the beginning of December 2016.

CARRIED

There being no further business, the meeting concluded, the time being 2.02pm.

Clr Wells
CHAIRPERSON

AB17.1 Shoalhaven Arts Board - Resignation - Troy Lenihan

HPERM Ref: D16/405354

Group: Corporate & Community Services Group

Section: Human Resources, Governance & Customer Service

Purpose / Summary

To advise the Board of the resignation of Mr Troy Lenihan, the designated Community Aboriginal Local Member, from the Shoalhaven Arts Board.

The Aboriginal Advisory Committee have recommended that Mr Shane Brown apply through the expression of interest (EOI) process to fill the vacancy as Aboriginal Local Member (Community Member) when advertised.

Recommendation (Item to be determined under delegated authority)

That:

1. The Shoalhaven Arts Board accept the resignation of Mr Troy Lenihan
2. Write to Mr Troy Lenihan to thank him for his contribution to the Shoalhaven Arts Board
3. Encourage Mr Shane Brown to apply for the Aboriginal Local Member (Community Member) position on the Shoalhaven Arts Board through the upcoming EOI process.

Options

1. As recommended

Implications: nil

2. An alternative recommendation

Implications: unknown

Background

Wednesday 9 November 2016, Council received Mr Troy Lenihan's resignation to the Shoalhaven Arts Board and the Aboriginal Advisory Committee. Mr Troy Lenihan has been the Aboriginal Local Member (Community Member) a member of the Shoalhaven Arts Board since 12 November 2015.

Mr Troy Lenihan stated in his resignation that he "would like to thank every Board member and staff member involved in the continuous commitment to our great community through the amazing work of the above committees and would like to wish everyone luck in the future work together."

Mr Troy Lenihan was a casual vacancy to fill the position dedicated to an Aboriginal Local Member and was sourced through a recommendation by the Aboriginal Community Development Officer.

The Aboriginal Advisory Committee was advised of the vacancy for a Local Aboriginal Member on the Shoalhaven Arts Board and resolved 24 November 2016 that; *“Advise the Shoalhaven Arts Board that the Aboriginal Advisory Committee has nominated Shane Brown to be considered as the Local Aboriginal Member on the Shoalhaven Arts Board. Shane will be requested to complete an application for membership on the Shoalhaven Arts Board.”*

Community Engagement

This Community Member vacancy which is designated as an Aboriginal Local Member will be advertised through an Expression of Interest process and Mr Shane Brown will be invited to apply.

Financial Implications

Nil - Costs associated with the expression of interest process are funded in the Arts and Culture Unit budget.

AB17.2 Shoalhaven Arts Board - Membership - Term Expires June 2017 - Call for Expression of Interest

HPERM Ref: D17/8413

Group: Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Purpose / Summary

To advise the Shoalhaven Arts Board and Council that in accordance with the adopted Shoalhaven Arts Board Terms of Reference (POL15/56) a number of Community Member and casual vacancy memberships on the Shoalhaven Arts Board will either expire or are due for review in 2017 and to seek Shoalhaven Arts Board and Council support to call for Expressions of Interest.

Recommendation

That Council

1. Call for Expression of Interest for Community Members on the Shoalhaven Arts Board including one (1) position designated as an Aboriginal Local Member
2. Approve the option for a second two (2) year term for Community Members (*add / delete names as required - Ian Grant and Warwick Keen*) in accordance with the Arts Board Terms of Reference
3. Thank retiring Shoalhaven Arts Board Community Members Robert Swieca and Merilynn Weiss for their commitment and services on the Arts Board and their contributions to Arts in the Shoalhaven.

Options

1. As recommended

Implications: This will allow for the timely calling of Expressions of Interest and the appointment of Community Members to the Board to enable a smooth transition, continuity in the Board's activity and its effective functioning in accordance with the Terms of Reference.

2. The Arts Board adopt an alternate recommendation

Implications: Adopting an alternate recommendation will result in the Board not adhering to the Terms of Reference.

Background

The appointment term of two long standing Community Members Robert Swieca and Merilynn Weiss will expire in June 2017. Both Robert and Merilynn were appointed to the Board in 2012 and each has served a further term on the Board during the transition phase where both Community Members were instrumental in contributing to the smooth transition of

the Arts Board following the governance review and introduction of the new Terms of Reference in 2014.

Given the extension to each of their initial first terms on the Arts Board their current continuing membership of the Arts Board as a Community Member cannot be extended, however they are eligible to reapply through the EOI process.

Council and staff would like to acknowledge the contribution of both Robert and Merilynn to Arts in the Shoalhaven during their time as community members of the Shoalhaven Arts Board.

Warwick Keen and Ian Grant have each served one (1) two (2) year term on the Shoalhaven Arts Board which will expire in June 2017. Warwick and Ian are eligible to be reappointed for a further two (2) year term. Council encourages Warwick and Ian to consider this and if one or both wish to take up this option their continuing Community Membership of the Board can be recommended to Council by the Board. Should either or both of them not wish to be reappointed these positions will also need to be advertised as vacant Community Member positions.

Alison Chiam was appointed to the Shoalhaven Arts Board as a casual vacancy in November 2015, and according to the Terms of Reference this position should align with the finish dates of all Terms of Appointment, however in this instance Alison's term expires in November 2017. As a casual vacancy Alison is not eligible for an extension or reappointment and is encouraged to apply for a formal appointment as a Community Member through the proposed EOI process.

With the resignation of Troy Lenihan, who was also appointed as a Casual Vacancy, a further vacancy has arisen. One of the vacant positions is designated as an Aboriginal Local Member as per the Terms of Reference, this was the appointment previously held by Troy.

The Aboriginal Advisory Committee have recommended that Mr Shane Brown be approached to fill in the EOI and apply for the designated position of Aboriginal Local Member (Community Member).

Community Engagement

The vacancies will be advertised through an Expression of Interest process in accordance with the Shoalhaven Arts Board Terms of Reference (POL15/56).

Financial Implications

Nil - Costs associated with the Expression of Interest process to appoint Community Members to the Shoalhaven Arts Board are funded in the Arts and Culture Unit budget.

AB17.3 Arts Awards 2017

HPERM Ref: D17/34245

Group: Corporate & Community Services Group
Section: Recreation Community & Culture

Purpose / Summary

To provide background and information on the current status of the Arts Awards Event, held biennially by the Arts Board, for discussion and determination of the actions required to host the event in 2017.

Recommendation (Item to be determined under delegated authority)

Recommendation to be determined and added at the Arts Board Meeting following discussion.

Options

1. The Arts Board develop a recommendation with actions, budget and working party members for the delivery of the Arts Award event in 2017.

Implications: The event is held as per community expectations and within the budget assigned.

2. The Arts Board choose not to hold the Arts Awards at this time.

Implications: The future of the Arts Awards would be determined by the decision of the Arts Board and a communication plan would need to be developed to explain the rationale behind the decision.

Background

The Arts Awards have been held biennially for almost 10 years. They present and opportunity to recognise and encourage all forms of arts activities; visual, performing and literary artists, community arts and cultural organisations and volunteers in the arts and cultural heritage sector. They are an acknowledgement of the substantial contribution made by individuals and organisations in the arts and cultural heritage sector towards creating a vibrant, generous and learning community in the Shoalhaven Region.

Recent Nominations and winners are:

2015

- Volunteers in the Arts and Cultural Heritage Sector (Overall Award to Outstanding Contribution by a Volunteer) – Peter Dalmazzo (Winner)
- Outstanding Contribution by a Young Achiever in the Arts – Bella Mason Outstanding Contribution to the Arts by an Individual – Deborah Grahame (Winner)
- Outstanding Contribution to the Arts by an Organisation – Nowra Players

2012

- Volunteers in the Arts and Cultural Heritage Sector – 5 volunteers from different organisations recognised with certificates.
- Outstanding Contribution by a Young Achiever in the Arts – Shoalhaven Youth Orchestra Quartet
- Outstanding Contribution to the Arts by an Individual – Max Croote – Shoalhaven City Concert Band (Winner)
- Outstanding Contribution to the Arts by an Organisation – U3A Shoalhaven

The opportunity to nominate is promoted in local newspapers and through the Council's website and the guidelines and nomination forms are also made available through the website.

In 2013, the Awards ceremony was held at the Nowra School of Arts in conjunction with the 120th anniversary of that building and included a book launch by Robyn Florence. George Windsor was invited to be MC and awards were presented by Chair of the Arts Board, Bohdan Brumerskyj.

In 2015, the Awards ceremony was held in the Studio, Shoalhaven Entertainment Centre with a budget of \$4,500. This included entertainment by Shoalhaven Youth Orchestra String Quartet, glass of champagne on arrival, finger food and white wine/red wine/light beer and juice at conclusion. Tea & coffee. Glass trophies were purchased from Nowra Trophies Shop (for the four overall awardees) and framed certificates for everyone else nominated. Richard Morecroft was invited to be MC and Mayor Jo Gash and Cr Allan Baptist presented the awards.

In recent years achieving strong nominations in each category has been challenging, and there appears to be little engagement with the concept of the Awards within the Arts Community. In 2015 some categories only received a single nomination.

In the 2016/17 financial year there is \$9,000 available for the purpose of the Arts Awards. With this budget there is potential to consider new ways of undertaking the awards and reviewing the categories, purpose and delivery of the concept. Acknowledging those in the sector is important, but the Shoalhaven Arts Board should consider if the biennial awards are the best way to do so, and how to increase engagement and status of these awards.

Other councils undertake recognition in these ways:

- Kiama – Arts Honour roll – established in 2013 – announced at Council Australia Day Awards
- Wollongong – Cultural Award as part of the Australia Ceremony
- City of Townsville - <https://www.townsville.qld.gov.au/community-support/awards-and-recognition/arts-awards>
- Hume - https://www.hume.vic.gov.au/Whats_On/Arts_Culture/Hume_Arts_Awards
- Bathurst - <http://www.bathurstcouncil.org.au/Youth-Arts-Awards>

At the Shoalhaven Arts Board meeting members are encouraged to consider the future of the Arts Awards and discuss the best way forward and make a recommendation. This could include selecting a representative working party to liaise with an appropriate Council Staff member on the delivery of the Arts Awards as per the decision of the Shoalhaven Arts Board. The working party would need to meet at on regular occasions, potentially forming a Project Control Group, to ensure key deliverables were met and the correct information was dispersed at appropriate times.

Choosing not to hold the awards could see some members of the community feel that the Shoalhaven Arts Board is no longer interested in acknowledging or engaging with the volunteer art sector. However the lack of engagement with the awards in recent years also

carries the risk of the Awards being seen as an event for those with connections to the Shoalhaven Arts Board only. Consideration needs to be given to the best way to ensure contribution is recognised and the awards are perceived as fair and transparent.

Community Engagement

The Shoalhaven Arts Awards are a strong tool for recognising, acknowledging and rewarding community members who are highly engaged with the Arts in the area and contributing to the development and high quality of arts activities undertaken within the Shoalhaven. They further offer opportunities for media and public relations activities with the lead up and award event. With strong community engagement the awards could become a highly respected and sought after event and prize, but considerable change and increased awareness needs to happen for this to occur.

Financial Implications

A budget has been assigned for carrying out the activities associated with the Shoalhaven Arts Awards. This is a biennial event and the budget available for the event in 2016/17 is \$9,000. This amount should be expended by the end of the financial year, or will need to be submitted for consideration to 'carry over' to the next Financial Year, an outcome which is not guaranteed.

AB17.4 Renew the Arts Board Representatives on the Business and Employment Development Committee

HPERM Ref: D17/39935

Group: Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Purpose / Summary

To advise the Shoalhaven Arts Board (SAB) that nomination is required for Representative and alternate on the Business and Employment Development Committee (BEDC).

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board nominate (insert name) as the representative and (insert name) as an alternate on the Business and Employment Development Committee.

Options

1. As recommended
2. The Arts Board not nominate a member as a representative on the Business and Employment Development Committee.

Implications: By doing this, the Arts Board will no longer have contributions to the Economic Development in the Shoalhaven via the BEDC.

Background

The previous SAB representative was former Clr Baptist and the alternate is Alison Chiam. The SAB is required to reaffirm/renew their representation in the BEDC by resolution.

The BEDC meet four (4) times per year with other meetings scheduled as required. Their meetings for the year are scheduled for:

- 13 February 2017
- 22 May 2017
- 21 August 2017
- 22 November 2017

Following this resolution to nominate representatives, the nominated representative will be notified and invited to the above meetings of the BEDC.

Community Engagement

Sharing information and Committees working collaboratively will ensure a broad representation across Council and the Community.