

## MINUTES OF THE SHOALHAVEN ARTS BOARD

**Meeting Date:** Thursday, 29 November 2018  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 1.00pm

The following members were present:

Clr John Wells - Chairperson  
Clr Mark Kitchener  
Ms Alison Chiam  
Ms Karen Akehurst  
Ms Barbara Dawson  
Dr Peter Lavelle  
Mr Robert Crow – representing Shoalhaven Tourism Advisory Group  
Mr Paul McLeod – representing Aboriginal Advisory Committee  
Ms Jennifer Thompson

Others present:

Clr Patricia White  
Mr Stephen Dunshea – Director, Finance, Corporate and Community Services  
Ms Jane Lewis – Section Manager, Recreation, Community and Culture  
Ms Bronwyn Coulston – Unit Manager, Arts and Culture  
Ms Robin Sharpe – Outreach and Digital Services Manager  
Ms Karen Patterson – Shoalhaven Entertainment Centre Manager

The Chair opened the meeting with an Acknowledgement of Country.

### Apologies / Leave of Absence

Nil

### Confirmation of the Minutes

**RESOLVED** (Clr Wells / Robert Crow)

That the Minutes of the Shoalhaven Arts Board held on Monday 12 November 2018 be confirmed.

CARRIED

### Declarations of Interest

Nil.

## REPORTS

**AB18.35 Shoalhaven Arts Board Action Plan - Audience Engagement Projects - Reallocation of Arts Awards Funding****HPERM Ref:  
D18/311723**

Staff spoke to the report. Support was sought from the Shoalhaven Arts Board for an initial 12 month licence of the Culture Counts Software. It is hoped that after a trial of the software a business case can be made for ongoing funding through the Delivery Plan and Operational Plan.

Members questioned the re-allocation of funds for this purpose from the Arts Board budget rather than Council's operational budget and were advised it is outside Council's budget cycle.

The issue of funds being used for audience development was raised. The Chair noted that with the low number of applications for artist grants there is funding available for investment in this software and undertaking specific audience engagement and artist development projects, in accordance with the recommendation made at June meeting. As the software is designed with metrics specific to the different art fields (visual, literary and performing), three licences would be required.

In an initial 12 month period the business units would use the software to capture data from attendees only, which will provide a baseline qualitative data for enhancing applications to funding bodies including Create NSW and Australia Council. There may be capacity in future data collection to capture responses of non-attendees as well.

Jane Lewis advised that initially the funding was for the Arts Awards event and was not intended to go directly to artists. As the Awards lapsed due to the lack of responses, the Arts Board recommended at its meeting of 21 June 2018 to repurpose the funding for audience development projects. This recommendation was resolved by Council at the Strategy & Assets meeting on 24 July 2018 [MIN18.536].

The Chair noted that if the funds were not spent they would go into unallocated funds in accordance with Council's Policy on repurposing funding. He also noted that there was potential for the data to support future grant applications.

### Recommendation

That Shoalhaven Arts Board allocate \$4,500 in funding from the former Shoalhaven Arts Awards budget (21596/10722) for the purchase of three (3), single year licences of the Culture Counts Software.

### RECOMMENDATION (Clr Wells / Clr Kitchener)

That the Shoalhaven Arts Board:

1. Allocate \$4,500 in funding from the former Shoalhaven Arts Awards budget (21596/10722) for the purchase of three (3), single year licences of the Culture Counts Software; and
2. Transfer residual funds of the Arts Award budget to an expanded Arts Board grants program.

CARRIED

**AB18.36 Shoalhaven Entertainment Centre's 2019 Seasons - Report for Information****HPERM Ref:  
D18/386250**

### Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board receives the Report for Information relating to the Shoalhaven Entertainment Centre's 2019 Season, 2019 Morning Matinee Season, and the 2019 Education Season.

**RESOLVED** (Peter Lavelle / Paul McLeod)

That the Shoalhaven Arts Board receives the Report for Information relating to the Shoalhaven Entertainment Centre's 2019 Season, 2019 Morning Matinee Season, and the 2019 Education Season.

CARRIED

**AB18.37 Election of Chairperson**

**HPERM Ref:  
D18/341723**

Clr White as the Returning Officer called for nominations for Chairperson. A nomination was received for Clr Wells.

Clr Wells accepted the nomination.

As no further nominations were forthcoming, Clr White declared Clr Wells the Chairperson for two years from November 2018.

**Recommendation (Item to be determined under delegated authority)**

That the committee elect (insert name) as Chairperson for two years from November 2018.

**RESOLVED** (By consent)

That the committee elect Clr Wells as Chairperson for two years from November 2018.

CARRIED

**AB18.38 Notification - Membership Request - Nowra CBD  
Revitalisation Strategy Committee**

**HPERM Ref:  
D18/348506**

Clr White explained the role of the Nowra CBD Revitalisation Strategy Committee and the Committee's budget. Nowra CBD Revitalisation Strategy Committee meetings are open to the public and Arts Board members can attend and observe or present items or proposals to the Committee. The Nowra CBD Revitalisation Strategy Committee is not going to expand membership.

Members questioned whether the Nowra CBD Revitalisation Strategy Committee make decisions about public art. Councillors advised that they consider and fund public art projects, such as the murals, and they also provided funding for the inaugural Shoalhaven Writer's Festival this year. The Committee is also funding lighting for the mural on the library and fig trees at the front of the library.

Clr White suggested the Shoalhaven Arts Board invite a member of CBD Revitalisation Strategy Committee to present to the Arts Board around how decisions about public art are made.

Clr Wells suggested the Shoalhaven Arts Board put together a proposal for the CBD Revitalisation Strategy Committee requesting funds.

Members suggested that the Shoalhaven Arts Board discuss options for communicating with the Nowra CBD Revitalisation Strategy Committee.

**Recommendation (Item to be determined under delegated authority)**

That the report regarding Notification – Membership Request be received for information.

**RESOLVED** (Clr Wells / Jennifer Thompson)

That the report regarding Notification – Membership Request be received for information.

CARRIED

**AB18.39 Shoalhaven Regional Gallery 2020 Strategic Plan update**

**HPERM Ref:  
D18/380597**

Members acknowledged the quality of the report and the expertise and assistance of gallery staff.

**Recommendation**

1. The Shoalhaven Arts Board receive this report for information and continue to champion the integral role of the Regional Gallery in the cultural offerings of the Shoalhaven.
2. The Shoalhaven Arts Board request Council fund MIN17.1092 and allocate \$100,000 recurrent funding to the Shoalhaven Regional Gallery to support its continued growth in line with the Strategic Plan 2020 from financial year 2019/20 onwards.

**RECOMMENDATION** (Robert Crow / Alison Chiam)

1. The Shoalhaven Arts Board receive this report for information and continue to champion the integral role of the Regional Gallery in the cultural offerings of the Shoalhaven.
2. The Shoalhaven Arts Board request Council fund MIN17.1092 and allocate \$100,000 recurrent funding to the Shoalhaven Regional Gallery to support its continued growth in line with the Strategic Plan 2020 from financial year 2019/20 onwards.

**CARRIED**

Note: The Chair and the Director, Finance, Corporate and Community Services suggested to invite the Group Director, Planning, Environment and Development and Section Manager, Strategic Planning to attend the first Arts Board meeting of 2019 to explain the strategic plan for the Shoalhaven and Nowra CBD and the place of the Shoalhaven Regional Gallery and library within that.

**AB18.40 NOW Contemporary Art Prize - Information and Update**

**HPERM Ref:  
D18/384315**

**Recommendation**

That the Shoalhaven Arts Board:

1. Receive this report for information and consider how they may support the development of the Art Prize.
2. Recommend to Council that the following entry fees be introduced and placed on public exhibition for a period of 28 days, after which, if no significant adverse comment is received the fees be deemed adopted
  - a. \$40 for **NOW** Contempo**RA**ry,
  - b. \$30 for **NOW** Contempo**RA**ry for members of Jervis Bay and Basin Arts.

**RECOMMENDATION** (Barbara Dawson / Karen Akehurst)

That the Shoalhaven Arts Board:

1. Receive this report for information and consider how they may support the development of the Art Prize.
2. Recommend to Council that the following entry fees be introduced and placed on public exhibition for a period of 28 days, after which, if no significant adverse comment is received the fees be deemed adopted
  - a. \$40 for **NOW** Contempo**RA**ry,

- b. \$30 for **NOW** Contempo**RA**ry for members of Jervis Bay and Basin Arts.

CARRIED

**AB18.41 Policy Changes - Public Art - Maintenance and Conservation**

**HPERM Ref:  
D18/393774**

**Recommendation**

That Council place the revised Public Art Policy on Public Exhibition for 28 days and if no significant adverse comment is received that the Policy be deemed adopted.

**RECOMMENDATION** (Paul McLeod / Robert Crow)

That Council place the revised Public Art Policy on Public Exhibition for 28 days and if no significant adverse comment is received that the Policy be deemed adopted.

CARRIED

**AB18.42 Master Planning for the Shoalhaven Regional Gallery and Creative Economy Strategy for the Shoalhaven**

**HPERM Ref:  
D18/397288**

Staff noted the need for a Master Plan, and used the example of the Regional Cultural Fund as an example of how Council may be able to access greater grant funding if it had a Master Plan for the Shoalhaven Regional Gallery.

Council has made a grant application for \$600,000 to the State Regional Cultural Fund for Heating Ventilating Air-Conditioning for the Shoalhaven Regional Gallery. Staff are aware that other regional galleries have successfully made applications to the Regional Cultural Fund to advance their infrastructure based on a strategic Master Plan.

In launching the Regional Cultural Fund at the Shoalhaven Regional Gallery, the Minister for the Arts made comment that Council should be submitting an application that showed a three to five year Master Plan and associated funding requirements.

The Director, Finance, Corporate and Community Services and Board members commended staff for the quality of the report and attachment to the report.

**Recommendation**

That the Shoalhaven Arts Board:

1. Support a budget bid from Shoalhaven Regional Gallery to undertake a master planning exercise for the future of the Shoalhaven Regional Gallery that looks at:
  - a. Options for the development of the existing site,
  - b. Options for the adaptive reuse of another site within the Shoalhaven,
  - c. Options for a new build Cultural Centre that incorporate both Nowra Library and Shoalhaven Regional Gallery.
2. Promote the need for a Cultural Economy Strategy that encompasses the Shoalhaven LGA and considers the considerable opportunities for growth in creative businesses and cultural tourism.

**RECOMMENDATION** (Clr Wells / Alison Chiam)

That the Shoalhaven Arts Board:

1. Support a budget bid from Shoalhaven Regional Gallery to undertake a master planning exercise for the future of the Shoalhaven Regional Gallery that looks at:

- a. Options for the development of the existing site,
  - b. Options for the adaptive reuse of another site within the Shoalhaven,
  - c. Options for a new build Cultural Centre that incorporate both Nowra Library and Shoalhaven Regional Gallery.
2. Promote the need for a Cultural Economy Strategy that encompasses the Shoalhaven LGA and considers the considerable opportunities for growth in creative businesses and cultural tourism.

CARRIED

Note: invite the Tourism Manager along with Strategic Planning staff to first Shoalhaven Arts Board meeting of 2019.

There being no further business, the meeting concluded, the time being 3pm.

Clr John Wells  
CHAIRPERSON