

Shoalhaven Arts Board

Meeting Date: Thursday, 05 September, 2019

Location: Jervis Bay Rooms 1 & 3, City Administrative Centre, Bridge Road, Nowra

Time: 1.00pm

Please note: Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

Agenda

1. Apologies

2. Confirmation of Minutes

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3. Declarations of Interest

4. Reports

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5. General Business

Membership

Clr John Wells – Chairperson
Clr Greg Watson
Clr Mark Kitchener
Ms Alison Chiam
Ms Karen Akehurst
Dr Peter Lavelle
Mr Rob Crow
Mr Paul McLeod

Quorum – Majority of the members.

Purpose

- a) To contribute to and develop strategy and policy both for the Shoalhaven City Council as well as in alignment with the Region.
- b) To develop and implement policy, planning and vision for the broad arts within existing resources and use a co-opted panel of peers for professional advice. They include:
 - Visual Arts
 - Heritage and Museum Sector
 - Literature
 - Performing Arts
- c) Advocate and maintain specific arts related portfolios.
- d) Advocate and promote Board recommendations.

Delegated Authority

- Act within adopted budgets aligning with Council's strategic plans and document, and make recommendations 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.
- 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.
- 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 works in concert with the Shoalhaven Arts Board, 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: Thursday, 23 May 2019

Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra

Time: 1.00pm

The following members were present:

Clr John Wells – Chairperson

Alison Chiam

Karen Akehurst

Barbara Dawson

Dr Peter Lavelle

Also present:

Clr Patricia White

Jane Lewis – Acting Director, Finance Corporate & Community Services

Bronwyn Coulston – Manager, Arts & Culture

Karen Patterson – Manager, Shoalhaven Entertainment Centre

Sarah Taylor – Manager, Library Services

Apologies / Leave of Absence

Apologies were received from Robert Crow and Jenny Thompson.

Confirmation of the Minutes

RESOLVED (Peter Lavelle / Barbara Dawson)

That the Minutes of the Shoalhaven Arts Board held on Thursday 14 February 2019 be confirmed.

CARRIED

Declarations of Interest

Barbara Dawson – AB19.11 Shoalhaven Arts Board Professional Development Grants - Recipients and Submissions - One off Grant program 2019 – pecuniary interest declaration – Has submitted a grant application under this program – Will leave the room and will not take part in discussion or vote.

REPORTS

AB19.8 Shoalhaven Arts Board - Membership - Term Expires June 2019 - Call for Expression of Interest**HPERM Ref: D19/116155**

Peter Lavelle, Karen Akehurst and Alison Chiam confirmed their interest in continuing membership of the Board for a further two year term.

Barbara Dawson confirmed her intention to not reapply. The Chair and members thanked Barbara for her contributions to the Board.

Barbara's departure creates one vacancy, which together with the position currently occupied by temporary member Jenny Thompson leaves two vacancies to be filled.

Recommendation

That Council:

1. Approve the appointment of a second two (2) year term for the following expiring Community Members who have advised that they wish to continue on the Board in accordance with the Arts Board Terms of Reference:
 - a. (INSERT NAMES)
2. Call for Expressions of Interest for Community Members on the Shoalhaven Arts Board for the remaining (INSERT NUMBER) positions now vacant on the Board.

RECOMMENDATION (Clr Wells / Karen Akehurst)

That Council:

1. Approve the appointment of a second two (2) year term ending June 2021 for the following expiring Community Members who have advised that they wish to continue on the Board in accordance with the Arts Board Terms of Reference:
 - a. Peter Lavelle
 - b. Alison Chiam
 - c. Karen Akehurst
2. Note advice from Barbara Dawson that she does not wish to reapply and thank her for her service to the Shoalhaven Arts Board.
3. Call for Expressions of Interest for Community Members on the Shoalhaven Arts Board for the remaining two (2) positions now vacant on the Board.

CARRIED

AB19.9 Recommendation from Aboriginal Advisory Committee - Membership - Representation**HPERM Ref: D19/8169**

Jane Lewis explained the Terms of Reference stipulate one position on the Arts Board is designated as a local Aboriginal Local Member. Paul McLeod has accepted his nomination. The Aboriginal Advisory Committee is requesting there be two alternates, one of whom may have voting rights when Paul is not present.

It is unusual to have two alternate members, but it reflects the interest in the Aboriginal Advisory Committee and the community for representation on the Arts Board. It was confirmed that alternate members will receive the same distributed materials and induction training as full members.

The next induction session will be held in September or October once the new membership is established. Inductions are compulsory when there is a new Code of Conduct to implement, as

there will be from next month – this is a legal requirement.

Recommendation

That:

1. Mr Paul McLeod be appointed to the Aboriginal Local Member of the Shoalhaven Arts Board as recommended by the Aboriginal Advisory Committee.
2. The Shoalhaven Arts Board consider the request from the Aboriginal Advisory Committee to appoint an additional two (2) Aboriginal Local Members (as alternates) to the Board's Terms of Reference.

RECOMMENDATION (Alison Chiam / Barbara Dawson)

That Council:

1. Appoint Paul McLeod to the Aboriginal Local Community Member position of the Shoalhaven Arts Board as recommended by the Aboriginal Advisory Committee for a period of 2 years ending June 2021.
2. Amend the Terms of Reference of the Shoalhaven Arts Board to appoint an additional two (2) Aboriginal Local Community Members (as alternates) in accordance with the request from the Aboriginal Advisory Committee.

CARRIED

AB19.10 Shoalhaven Arts Board Art Acquisition Subcommittee Report

HPERM Ref:
D19/133730

Bronwyn Coulston explained that Luke Sciberras has offered this significant work as a donation through the Cultural Gifts Program. The cost of one valuation is covered in the Arts and Culture Operational Budget. The Artist is required to provide a second valuation. The Acquisition Subcommittee is strongly recommending the offer be accepted.

Jane Lewis confirmed that the Arts Reserve funds are ringfenced, and the balance can be rolled over year to year.

It was confirmed that the three triptychs by Guy Warren discussed at the last meeting have been acquired. The crowdfunding campaign to assist purchase is open until the end of the financial year.

Recommendation (Item to be determined under delegated authority)

That Shoalhaven Arts Board;

1. Acquire the work *Trunks and Treeferns, Jamberoo* by Luke Sciberras through the Cultural Gifts Program as an addition to the Shoalhaven City Council Art Collection.

RESOLVED (Alison Chiam / Barbara Dawson)

That Shoalhaven Arts Board acquire the work *Trunks and Treeferns, Jamberoo* by Luke Sciberras through the Cultural Gifts Program as an addition to the Shoalhaven City Council Art Collection.

CARRIED

AB19.12 Shoalhaven Art Board Grants Program - 2019/20 - Formation of working party

HPERM Ref:
D19/134063

Bronwyn Coulston explained that, since 2015/16 a major change has occurred to how the Arts Board Grants Program works; there has been a move towards funding three major programs in line

with the Public Art “Sense of Place” strategy. The recent grant program had received a limited number of applications, and only two of the three grants were awarded. The recommendation is that the Arts Board review whether the direction of the program is still suitable, and encourages all art forms to engage. It presents an opportunity to form a working group to consider the focus of the Grants Program and how to allocate funding.

Clr Wells noted that in the last couple years the program has attracted a limited number of applications, whereas making available a more nominal amount of funding over a short period for professional grants had brought ten applications. What can be drawn from this? He proposed that a percentage of the annual allocation could be dedicated to professional development. The remainder can be allocated to Sense of Place specific grants. It was agreed to resolve at this meeting to include Professional Development as an identified part of the Arts Board Grants Program.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board:

1. Agree to the creation of a working party to consider the focus, structure and timing of the 2019/20 Shoalhaven Art Board Grants and report back to the SAB at the August meeting;
2. Nominate members to be on the working group as follows:
(insert members name / s)

RESOLVED (Karen Akehurst / Alison Chiam)

That:

1. The Shoalhaven Arts Board create a working party to consider the focus, structure and timing of the Shoalhaven Art Board Grants;
2. The Shoalhaven Arts Board endorse the allocation of grant funding to both Sense of Place arts projects and Professional Development;
3. The Shoalhaven Arts Board allocate funding previously applied to the Arts Awards for the 2019/20 Financial Year to the Shoalhaven Arts Board Grants;
4. The members of the working group be as follows:
 - Karen Akehurst
 - Alison Chiam
 - Peter Lavelle
 - Karen Patterson - Convenor

CARRIED

AB19.11 Shoalhaven Arts Board Professional Development Grants - Recipients and Submissions - One off Grant program 2019

**HPERM Ref:
D19/133826**

Barbara Dawson – pecuniary interest declaration – Has submitted a grant application under this program – Left the room and did not take part in discussion or vote.

Bronwyn Coulston advised that at the time of writing this report the applications had not yet closed or been assessed, so she gave a verbal report from the Arts Grants Sub-Committee:

10 applications were received. The sub-committee met to consider these applications and the recommendations to be made to the Board. Of the ten, two were deemed ineligible as they did not meet the guidelines and were not considered professional development activities. Of the remaining applications the sub-committee have recommended that four grants be awarded, totalling \$9,250.

Recommended for Funding:

- Shoalhaven Youth Orchestra - \$3,000. To assist in bringing the Australian Haydn Ensemble to the Shoalhaven for the annual SYO music camp. Several public performances as a result of the camp are planned.
- Jill Talbot - \$1,000. To attend the National Art School Winter Course program, which will improve her own emerging practice and support and develop her work as a local educator.
- Alison Stewart - \$2250. To facilitate two Visual Art HSC study days, by bringing the Director of Art and Design at International Grammar School, Sydney, to the Shoalhaven to lead the study days.
- Sophie Fletcher - \$3000. To take part in a contemporary dance performance in Canberra, as one of only two students outside the ACT to be accepted, and the youngest (14 years).

The remaining four (4) applicants should be encouraged to apply under the 2019/2020 Arts Board Grants Program, which should include professional development:

- Lissa-Jane de Sailles: To support travel to Poland as the Australian representative at the 4th International Wicker Festival.
- Elyssa Sykes-Smith: To contribute to fees incurred while undertaking a Masters of Fine Arts at the Architectural Association School of Architecture in London, from September 2019.
- Barbara Dawson: To attend the Larapinta Creative Camp in the MacDonnell Ranges, enabling skill development in her art practice.
- Millhouse Art Society: To bring a significant artist to Milton to run a workshop for members, interested members of the public and school students.

Staff will write to these four applicants accordingly.

Peter Lavelle noted that these grants are good branding for Council and could generate positive stories in the media. Bronwyn confirmed she will approach recipients to participate in a media call.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board, as recommended by the Working Group, award the following Shoalhaven Arts Board Arts Practitioners Professional Development Grants:

1. (Insert successful applicant's names to be determined at the meeting)
2. (Insert successful applicant's names to be determined at the meeting)
3. (Insert successful applicant's names to be determined at the meeting).....

RESOLVED (Karen Akehurst / Peter Lavelle)

That the Shoalhaven Arts Board, as recommended by the Working Group:

1. Award the following Shoalhaven Arts Board Arts Practitioners Professional Development Grants:
 - a. Shoalhaven Youth Orchestra - \$3000
 - b. Jill Talbot - \$1000
 - c. Alison Stewart - \$2250
 - d. Sophie Fletcher - \$3000
4. Encourage the following four applicants to apply for 2019/2020 Professional Development funding rounds: Lissa de Sailles; Elyssa Sykes-Smith; Barbara Dawson; and Millhouse Arts Society

CARRIED

**AB19.12 SHOALHAVEN ART BOARD GRANTS PROGRAM -
2019/20 - FORMATION OF WORKING PARTY****HPERM REF:
D19/134063**

Item dealt with earlier in the meeting.

**AB19.13 Shoalhaven Arts Foundation Working Group - Progress
Report****HPERM Ref:
D19/134370**

Bronwyn Coulston reported that the Working Group was formed in February, and has met regularly to look at the formation of a constitution, principles of foundation, purpose, and how to operate a Foundation. In late 2018 staff learned that Sunshine Coast Council were looking to form a similar foundation. A copy of their constitution has been reviewed by the Working Group; it is hoped to set up a meeting with the Sunshine Coast councillor responsible to discuss the model.

The proposed next steps encompass working on the draft constitution, and refining the Foundation's purpose and objectives. Funding is needed to cover legal fees to ratify the constitution, have the Foundation listed on the appropriate government registers, for example as a not for profit entity, and for staffing and establishment costs. The Foundation is anticipated to cost \$125,000 per year for three years, after which should be self-sufficient.

The draft Foundation model is to be presented at a Councillor Briefing and a report requesting funding will go to Council for resolution later this year.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board continue to champion the need for a Shoalhaven Arts Foundation, through the Shoalhaven Arts Board Foundation Working Group.

RESOLVED (Clr Wells / Alison Chiam)

That the Shoalhaven Arts Board continue to champion the need for a Shoalhaven Arts Foundation, through the Shoalhaven Arts Board Foundation Working Group.

CARRIED

GENERAL BUSINESS**NOW Contemporary Art Prize**

Bronwyn Coulston confirmed that 80 to 100 entries are anticipated. The event is proceeding, although it may prove challenging to attract the full amount of sponsorship needed. Alison Chiam suggested the number of potential sponsorship categories might be discouraging sponsors. Peter Lavelle asked about the tax deductibility of sponsorship. Bronwyn clarified that direct donations are tax deductible, but not sponsorship packages as the sponsor is deemed to be receiving services in return (e.g. marketing). It is possible to have both sponsorship and a donation from the same company, but separate transactions and receipting are required.

The event has been publicised on Facebook and other social media on several occasions.

There being no further business, the meeting concluded, the time being 2.16pm.

Clr John Wells
CHAIRPERSON

AB19.14 NSW Cultural Infrastructure Plan - Advice and Information

HPERM Ref: D19/253091

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

Attachments: 1. Cultural Infrastructure Plan 2025+ (under separate cover) [↗](#)

Purpose / Summary

To advise the Shoalhaven Arts Board of the NSW State Cultural Infrastructure Plan, and outline opportunities for the Shoalhaven.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board

1. Receive the report for information, and
2. Continue to champion the need for Cultural Infrastructure that is fit for purpose within the Shoalhaven.

Options

1. Report is adopted as recommended

Implications: The Shoalhaven Arts Board are informed of the state government strategic priorities and can position their future plans in line with these.

2. Alternate Recommendation is adopted

Implications: Unknown at this time; will depend on the alternate recommendation.

3. Reject the Recommendation

Implications: The Shoalhaven Arts Board will not consider the state priorities which may impact the ability of the Board to set strategic and policy directions for Council.

Background

The NSW Government Cultural Infrastructure Plan was released in February 2019 and outlines a 6-year strategic framework for how the NSW Government will invest in and support cultural infrastructure across the state until 2025 and beyond. The plan aims to ensure that all of the state benefits from cultural infrastructure, building NSW to be a place where:

1. Culture is recognised as an integral part of communities and a key element of creating great places,
2. Everyone can access the infrastructure they need to make culture part of their everyday lives,
3. There is increased availability of affordable, fit-for-purpose and sustainable spaces to support growth in the cultural sector and creative industries

4. Creativity and access to culture thrives across NSW through a strategic and coordinated approach to cultural infrastructure planning.

The plan shows the economic and social value of culture to the state, with more than \$13bn spent by cultural and heritage visitors to NSW in 2017, 98% of NSW residents engaging with the arts, and 87% of community members saying it was important to have access to cultural activities in their area.

The plan was developed with significant consultation. Almost 400 participants were involved in workshops on the plan, more than 3,000 surveys were returned, 120 submissions were received, and community pop-ups saw 1,500 engagements. This consultation showed that culture is highly valued within all communities, but that affordability of spaces, digital infrastructure, regulatory barriers and operational sustainability were all having an impact.

More than 5,500 cultural infrastructure sites were identified and mapped. These included Aboriginal Cultural Centres, Arts Centres, Cinemas, Conservatoriums, Galleries, Libraries, Museums, Event Spaces, Studios, Theatres and others.

The strategic priorities outlined in the plan are:

1. Cultural Infrastructure supports strong communities and economies in NSW
 - a. Integrate cultural infrastructure planning with land use and precinct planning
 - b. Improve cultural infrastructure and precinct design to create better cultural spaces
 - c. Understand and maximise social and economic benefits of cultural infrastructure
2. Access to space for community participation in culture
 - a. Increase access to cultural infrastructure for all people of NSW
 - b. Use digital technology to expand reach and meet community demands
 - c. Cultural infrastructure supports the economic and social participation of Aboriginal people
3. Cultural infrastructure for a collaborative and thriving cultural sector
 - a. Increase making space through adaptive re-use, expansion and maintenance of existing infrastructure
 - b. Invest in new, fit-for-purpose infrastructure for the cultural sector
 - c. Support and invest in sustainable cultural infrastructure
4. Creating impact through partnerships and capacity building
 - a. Embed cultural infrastructure within other NSW Government portfolios
 - b. Build capacity for planning, funding and delivery of cultural infrastructure
 - c. Reduce barriers to private delivery and funding for cultural infrastructure

Alongside these strategic priorities are geographic priorities. These are:

1. Greater Sydney is recognised as a leading cultural destination of the Asia-Pacific
 - a. Showcase our cultural identity and assets with world-class facilities
 - b. Support Greater Sydney's transition to a three-city metropolis
 - c. Reinforce the benefits of our cultural institutions
2. Cultural Infrastructure leverages the diversity and unique cultural identities across NSW
 - a. Support regional economic and social development
 - b. A coordinated approach to local and regional cultural infrastructure planning

The implementation of the goals and priorities is set to commence in this current financial year, with most of the actions listed as being implemented by mid-2020 with the future years of the plan being to provide ongoing support and review of the strategies and goals. Local councils are listed as partners in many of the actions and as such it is important that the Shoalhaven Arts Board, Council's strategic advisory group, are across this plan and aware of the state government priorities.

While there is little specific mention of the Shoalhaven within the plan, there are significant opportunities for the Shoalhaven Arts Board and Shoalhaven City Council to leverage the priorities and goals within this plan to progress local cultural infrastructure projects and needs. For example:

1. Goal 1 – Integrate cultural infrastructure planning with land use and precinct planning.
 - a. The Riverfront Gateway Precinct Master Plan and the Nowra CBD Urban Design Masterplan Strategic Direction are two examples where the future integration of cultural infrastructure could benefit the overall development of the precinct plan.
2. Goal 4 – Increase access to cultural infrastructure for all people of NSW / Action 4.2 – Support the continuing transition of libraries to community and cultural hubs including the creation of spaces for children’s learning and development
 - a. With planning underway for a new library within the Shoalhaven, Council understand the importance of libraries as vital community spaces that enhance wellbeing and provide cultural opportunities for young and old.
3. Geographic Priority 2 / Goal 16 – Support regional economic and social development / Action 16.1 – Increase Cultural Infrastructure investment in regional NSW.
 - a. There may be good opportunities in the coming years to seek grant funds for improving the Nowra Library and Shoalhaven Regional Gallery facilities, promoting the need for infrastructure that is fit-for-purpose and maximises opportunities for community access and engagement.

Community Engagement

The Shoalhaven Arts Board should be aware of this plan and encouraging local arts communities to engage with it, as the strategic priorities within it are likely to inform some funding decisions from the state government in the coming years.

AB19.15 Shoalhaven Arts Board - Terms of Reference - Update and Amend.

HPERM Ref: D19/267826

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

Attachments: 1. Draft Changes - Shoalhaven Arts Board - Terms of Reference [↓](#)

Purpose / Summary

To amend the Terms of Reference (TOR), specifically the section on Membership (POL16/267 section 3.3). This aims to enhance and diversify the skill set of the Board and formalise relationships between the Shoalhaven Arts Board and other committees, ensuring strong representation from the community.

Recommendation

The Shoalhaven Art Board recommend that Council adopt the following changes to the Shoalhaven Arts Board Terms of Reference 3.3 - Membership:

1. Amend the total membership of the Shoalhaven Arts Board to be twelve (12) members
2. Amend the number of community representatives to be seven (7) members
3. Formalise the relationship of the Shoalhaven Arts Board and the Aboriginal Advisory Committee by updating in relation to the Aboriginal community member position as follows:
 - a. “One (1) designated Aboriginal Local Member. A nomination for this position will be made by the Aboriginal Advisory Committee when the position comes vacant or the member term expires. The nominee need not be a member of that committee”
4. Formalise the relationship between the Shoalhaven Arts Board and the Shoalhaven Tourism Advisory Group (STAG) by allowing the representative from STAG voting rights, thus updating the wording as follows:
 - a. “One (1) representative from the Shoalhaven Tourism Advisory Group (STAG). A nomination for this position will be made by STAG when the position comes vacant or the member term expires.”

Options

1. Adopt the recommendations

Implications: This will allow for the Arts Board membership to be broader and formalise the relationship between the Arts Board and other Council committees and advisory groups.

2. Amend recommendations

Implications: Any significant change to the terms of reference should consider consultation and input from the wider community and/or alternatively may have a resourcing implication.

3. Provide alternative recommendation.

Implications: not known at this time.

Background

The Shoalhaven Arts Board Terms of Reference (TOR) were amended in 2015 following a Council wide review of committees and their functions. The Board has been operating under those changes since that time. In 2017 the Arts Board extended an invitation to the Shoalhaven Tourism Advisory Group to send a representative to meetings to better improve communication and understanding between the two areas with strong connections and similar goals; likewise the Aboriginal Advisory Committee were invited to nominate someone for the position of Aboriginal Local member to improve the understanding and representation of Aboriginal viewpoints on the board. However, these relationships were not formally recognised in the TOR.

The proposed changes, see Attachment 1, will formalise these relationships.

Call for members – strong response

A recent call for members to the Shoalhaven Arts Board has had a very strong response from a broad range of community members.

Applicants were asked to address specific areas of the Terms of Reference and the Arts Board Strategic Plan and were considered based on their understanding of the purpose of the Shoalhaven Arts Board; the diverse skills and experiences they brought and how those fitted into the Membership aims of the Terms of Reference (POL 16/267 3.3), and their understanding of the Shoalhaven Arts Board Strategic Plan.

Under the Membership criteria of the Shoalhaven Arts Board Terms of Reference (POL 16/267) it is recommended that community members are chosen to represent the areas of:

- Health & Well-being,
- Education,
- Arts Institutions,
- Artists, and
- Corporate / Business.

It is also noted the importance of bringing a range of strategic capability, experience and advice from within the arts.

It is recommended that the TOR be changed to allow a larger number of community members. Extending the number of community representatives from a total of 5 to a total of 7 (bringing the total board membership to 12) will better ensure the Board's ability to meet these membership aims.

Community Engagement

The review of the above TOR is considered a minor change that does not require broader community engagement.

Policy Implications

If accepted, the Shoalhaven Arts Board Terms of Reference will be amended to reflect the changes.

Financial Implications

No financial implications arising from the proposed changes to the Terms of Reference.



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Website: www.shoalhaven.nsw.gov.au

For more information contact the Finance Corporate & Community Services Group

Shoalhaven Arts Board - Terms of Reference

Policy Number: POL19/45 • **Adopted:** 17/03/2015 • **Amended:** 23/06/2015, 27/06/2017 • **Minute Number:** MIN15.147, MIN15.426, MIN17.565 • **File:** 2123E • **Produced By:** Finance Corporate & Community Services Group • **Review Date:** 1/12/2020

1. STATEMENT

Council recognises the value and place of creative expression, cultural facilities, innovative arts activities and embraces a strategic direction to facilitate progressive cultural development across the City. To guide this development each Board member will be responsible for maintaining and reporting on a specific portfolio.

2. PURPOSE

- a) To contribute to and develop strategy and policy both for the Shoalhaven City Council as well as in alignment with the Region.
- b) To develop and implement policy, planning and vision for the broad arts within existing resources and use a co-opted panel of peers for professional advice. They include:
 - Visual Arts
 - Heritage and Museum Sector
 - Literature
 - Performing Arts
- c) Advocate and maintain specific arts related portfolios.
- d) Advocate and promote Board recommendations.

3. TERMS OF REFERENCE

3.1. RELATIONSHIP TO COUNCIL

The Shoalhaven Arts Board is a Section 355/377 Committee of Council (Local Government Act 1993). It is a strategic advisory committee to advocate for and inform Council's decision making process.

3.2. DELEGATED AUTHORITIES

- Act within adopted budgets aligning with Council's strategic plans and document, and make recommendations 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

Shoalhaven Arts Board – Terms of Reference

- 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
- 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 works in concert with the Shoalhaven Arts Board, 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

3.3. MEMBERSHIP

- The membership of the Shoalhaven Arts Board to be ~~nine (9)~~ twelve (12) members in total and to include:
 - ~~seven (7)~~ seven (7) community member representatives from Health & Well-being, Education, Arts Institutions, Artists ~~and~~, Corporate/Business with a range of strategic capabilities, expertise and advice from within the arts; and
 - ~~a maximum of three (3) skills based Councillors (one from each of the three (3) wards);~~ To ensure inclusion in the membership of the board of a range of strategic capability, expertise and advice from within the arts.
 - ~~One (1) of the community member representatives is designated as an Aboriginal Local Member. A nomination for this position will be made by the Aboriginal Advisory Committee when the position comes vacant or the member term expires. The nominee need not be a member of that committee;~~
 - One (1) representative from the Shoalhaven Tourism Advisory Group (STAG). A nomination for this position will be made by STAG when the position comes vacant or the member term expires.
- Community member representatives of the Board are appointed through an Expression of Interest process with the exclusion of casual vacancies should they arise.

3.4. ELECTION/APPOINTMENT

Industry Representatives

- Appointment to the Board can be for a maximum four (4) years with a set commencement and finish date
- Vacancies will be advertised locally via media, Council communication channels and industry networks
- Applications will be actively sought from appropriately skilled industry representatives,
- Council will manage the application process,
- An interview panel will consist of a Council staff member, the Chairperson of the Board and one (1) suitably qualified independent representative to assess the

Shoalhaven Arts Board – Terms of Reference

applications and make recommendations for appointments to the Board and Council.

Councillors

Council will advise Shoalhaven Arts Board of its appointed representatives. Council at its discretion can replace representatives at a time of its choosing.

3.5. CASUAL VACANCIES

Should there be a casual vacancy; the Shoalhaven Arts Board will seek applications by appropriate means to fill these vacancies to align with finish dates.

3.6. TERM OF APPOINTMENT

- Appointments will be for a term of two (2) years
- If representative is terminated or resigns an early substitute will be appointed only until the fixed finish date as a casual vacancy

3.7. SUB COMMITTEES/WORKING GROUPS/PORTFOLIOS

The Board will have the right to establish sub groups as deemed appropriate to assist in fulfilling their role and purpose.

3.8. BOARD MEETING PRACTICE AND PROCEDURES

- The administrative provisions of Council's adopted Code of Meeting Practice shall apply subject to any amendments by the Terms of Reference.
- Formal Board Meetings will be held quarterly in a form and format as determined by Shoalhaven Arts Board
- To hold Arts/museum/culture industry forums for feedback and ideas that might inform the Annual strategic plan will be held
- Agenda and minutes from previous meetings will be circulated to members at least seven (7) days prior to the meeting
- Members must declare in writing any interest in any report tabled at the meeting covered by the Code of Conduct and Pecuniary Interest
- Informal Board meetings, special meetings will be held as and when required or set by the Board
- Planning and costs associated with conducting meetings will be borne by Council and funded from a line item in the Arts & Culture budget.
- The Chairperson will be appointed by the Board, the position will be limited to a two (2) year term and is open to all members of the Board.
- The Quorum will consist of at least half plus one (1) of the members.
- Voting and Recommendations are made by consensus and all decisions must be stated precisely for the inclusion of the minutes
- Where a consensus cannot be reached at two (2) consecutive meetings, then the majority of 60% of those present can adopt a recommendation
- Alternative views are to be minuted
- The Board shall ensure that an agreed written record of each of their meetings is forwarded to Council.

3.9. CODE OF CONDUCT

- All members of the Board are to abide by Council's Code of Conduct.
- Board members should act in a professional and responsible manner with the information they obtain as a member, as the Board requires openness and honesty to function well.
- Board members should feel free to express their opinions and views without fear of recrimination
- It is essential for Board members to accept collective responsibility, remain loyal to decisions of the Board, even where they may not have agreed with the final decision.

3.10. CONFIDENTIALITY AND PRIVACY

Members may have contact with confidential or personal information retained by Council. If so, members are required to maintain the security of any confidential or personal information and not access, use or remove any information, unless the member is authorised to do so.

3.11. COMMUNICATION

- All issues must be clearly communicated including priorities, limitation and benefits to the community
- Members of the Board are not permitted to speak to the media as Committee of Council representatives of the Board unless approved by the Chairperson
- Where approval has been given by the Chairperson, views and opinions expressed are those of the Board and not of Shoalhaven City Council
- Where endorsement is required from Shoalhaven City Council, approval must be sought through the formal processes
- The Chair of the Board is the point of contact for communication between Board members and Council staff.

3.12. PARENT ADVISORY GROUP

Ordinary Council

3.13. STAFF ATTENDANCE

Executive staff are normally required to attend the meetings of the Board. Other staff at the Directors' discretion or at the Board's request can attend meetings as required. Staff have no voting privileges.

3.14. EXPECTATIONS OF BOARD MEMBERS

- Board members will undertake the prescribed Induction process
- Pecuniary Interest Returns are required on appointment and annually as required by the Office of Local Government and Council

3.15. RESPONSIBILITY OF COUNCIL

Council will provide secretarial support to arrange meetings and take minutes and provide professional officer support where required.

Shoalhaven Arts Board – Terms of Reference

Council at its discretion may review and change the Terms of Reference, Role and Structure of the Board.

4. IMPLEMENTATION

The Finance Corporate and Community Services Group of Council is allocated responsibility for the administration of the policy.

5. REVIEW

To be reviewed within one (1) year of the election of a new Council, or earlier at the discretion of Council.

AB19.16 Shoalhaven Arts Board - Vacancies

HPERM Ref: D19/253447

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

Purpose / Summary

For the Shoalhaven Arts Board to appoint [number to be decided at meeting] community members to the Board to fill the vacancies that have arisen due to changes in Board membership.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board, as recommended by the selection panel, appoint the following community members to a two (2) year term:

1. (insert successful applicants' names as determined at the meeting)

Options

1. Adopt the recommendations of the selection panel for the appointment of community members to the Shoalhaven Arts Board.

Implications: The Shoalhaven Arts Board will have full membership and continue to provide strategic and policy advice to Council as a section 355 committee.

2. Reject the recommendation of the selection panel and appoint other applicants to the Shoalhaven Arts Board as community members.

Implications: The appointed community members may not be the most suitable candidates for furthering the aims of the Arts Board at this time.

3. Reject the recommendation of the selection panel and not appoint any of the applicants to the Shoalhaven Arts Board.

Implications: The vacant positions will be declared casual vacancies and will be filled in-line with the Terms of Reference for the Shoalhaven Arts Board. The Arts Board may have problems achieving a quorum until these positions are filled.

Background

Vacancies have arisen in the Shoalhaven Arts Board due to the expiration of Board membership and the need to fill a casual vacancy with an elected member. Barbara Dawson has stepped down from her role on the Board (effective 30 June 2019) and a casual vacancy following the resignation of Ian Grant in 2018 needs to be filled.

An Expression of Interest was conducted in order to fill these community representative vacancies during July and applications closed on 26 July 2019. Six (6) nominations were received and in accordance with the Shoalhaven Arts Board Terms of Reference applications were reviewed and interviews were conducted with a panel consisting of the Shoalhaven Arts Board Chairperson, a Council staff member, and one (1) suitably qualified independent representative.

Applicants were asked to address specific areas of the Terms of Reference and the Arts Board Strategic Plan and were considered based on their understanding of the purpose of the Shoalhaven Arts Board; the diverse skills and experiences they brought and how those fitted into the Membership aims of the Terms of Reference (POL 16/267 3.3), and their understanding of the Shoalhaven Arts Board Strategic Plan.

Under the Membership criteria of the Shoalhaven Arts Board Terms of Reference (POL16/267) it is recommended that community members are chosen to represent the areas of:

- Health & Well-being,
- Education,
- Arts Institutions,
- Artists, and
- Corporate / Business.

The importance of bringing a range of strategic capability, experience and advice from within the arts is also noted.

The interviews had not been held at the time of the report being written, and thus a verbal report shall be provided to the Board with the recommendation for appointment.

Community Engagement

The opportunity to nominate for membership was advertised widely across the Shoalhaven, with public notices placed in the papers, social media callouts and direct emails to a range of individuals and organisations with specific interest in the arts.

Policy Implications

The recruitment and selection process was carried out in accordance with the Shoalhaven Arts Board Terms of Reference (POL 16/267)

Financial Implications

There are no financial implications related to the appointment of members to the Shoalhaven Arts Board. Funding to support the arts and cultural activities is provided by Council and administered through the Arts and Culture Unit.

AB19.17 Shoalhaven Arts Board budget allocation

HPERM Ref: D19/260367

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

Attachments: 1. Shoalhaven Arts Board Terms of Reference [↓](#)
2. Shoalhaven Arts Board Strategic Plan [↓](#)

Purpose / Summary

To inform the Shoalhaven Arts Board of the adopted Council budget for 19/20 as it relates to the Shoalhaven Arts Board allocation, and to provide an update on the Terms of Reference, governance structure and the associated delegated authority regarding budget expenditure.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board receive the Budget Allocation report for information.

Options

1. Receive the report for information.

Implications: The Shoalhaven Arts Board are informed of the budget allocated for their delegated activities and can meet the actions in their strategic plan accordingly.

2. Request more information.

Implications: Unknown at this time.

3. Provide alternative recommendation

Implications: The Shoalhaven Arts Board may not act in accordance with their Terms of Reference and adopted strategic plan.

Background

Under the Shoalhaven Arts Board Terms of Reference (POL16/267 see Attachment 1), and as a Section 355/377 Committee of Council, the Arts Board play an important role by:

- Making recommendations on the arts to Council (Attachment 1, Section 3.2)
- Supporting the arts through grants and art collection purchases.

The Shoalhaven Arts Board have been given by Council a delegated authority to allocate funds, within adopted budgets. All funding expenditure must align with Council's strategic plans and documents.

The Shoalhaven Arts Board has an adopted strategic plan (see Attachment 2). The budget related actions are:

- 2.2 Support Arts Organisations through grants and donations programs
- 4.1 Provide advice on the City Art Collection purchases, as per the Collection policy.

19/20 Financial year Budget Allocation

The following budget has been allocated to the Shoalhaven Arts Board for the 2019/2020 financial year.

| Activity | Expenditure to date | Full year budget |
|------------------------|---------------------|------------------|
| Arts Award | \$0 | \$10,900 |
| Arts Purchase | \$0 | \$10,900 |
| Shoalhaven Arts Grants | \$4,545 | \$20,300 |

The amount spent in the Arts Grants is related to the \$10,000 grant awarded in the 2018/19 FY to the Sussex Inlet Mural. The final invoice for the completion of the work was received in the first week of August.

All amounts remaining unspent in the Arts Purchase line at the end of the financial year are transferred to the Arts Reserve. Amounts unspent in other budget lines need to be revoted by Council or are returned to general funds and used to offset budgetary needs across all Council.

18/19 End of Year

The table below shows the budget for the 18/19 Financial year.

| Activity | Expenditure at 30 June | Full year budget |
|------------------------|------------------------|------------------|
| Arts Award | \$7560 | \$11,738 |
| Arts Purchase | \$0 | \$6,200 |
| Shoalhaven Arts Grants | \$19,923 | \$20,000 |

The purchase of the Big River works was through the Arts Reserve budget and thus does not show on this budget.

The \$4,178 unspent in the Arts Award relates to the final amount owing from the Sussex Inlet Mural project – the invoice did not come in until the first week of August and thus could not be included in the 2018/19 budget as anticipated.

A request to carry this money forward to the 2019/2020 budget has been made as part of the quarterly budget review process. Subject to approval, this will occur at the end of the first quarter as part of the quarterly review.

Community Engagement

The Council budget is put on public exhibition as part of the DPOP and the community is invited to comment on it at this time.

Policy Implications

The Shoalhaven Arts Board Terms of Reference (POL 16/267 see Attachment 1) outlines the delegated authorities of the Shoalhaven Arts Board as it relates to adopted budgets.

Financial Implications

The budget for this financial year is set as outlined in the body of this report. As this report is intended as a budget update, there are no specific budget implications at this time.



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Bridge Road (PO Box 42), Nowra NSW Australia 2541 - DX 5323 Nowra
Phone: (02) 4429 3111 - Fax: (02) 4422 1816

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Deering Street, Ulladulla - Phone: (02) 4429 8999 – Fax: (02) 4429 8939

Email: council@shoalhaven.nsw.gov.au

Website: www.shoalhaven.nsw.gov.au

For more information contact the Finance Corporate & Community Services Group

Shoalhaven Arts Board - Terms of Reference

Policy Number: POL16/267 • **Adopted:** 17/03/2015 • **Amended:** 23/06/2015, 27/06/2017 • **Minute Number:** MIN15.147, MIN15.426, MIN17.565 • **File:** 2123E • **Produced By:** Finance Corporate & Community Services Group • **Review Date:** 1/12/2020

1. STATEMENT

Council recognises the value and place of creative expression, cultural facilities, innovative arts activities and embraces a strategic direction to facilitate progressive cultural development across the City. To guide this development each Board member will be responsible for maintaining and reporting on a specific portfolio.

2. PURPOSE

- a) To contribute to and develop strategy and policy both for the Shoalhaven City Council as well as in alignment with the Region.
- b) To develop and implement policy, planning and vision for the broad arts within existing resources and use a co-opted panel of peers for professional advice. They include:
 - Visual Arts
 - Heritage and Museum Sector
 - Literature
 - Performing Arts
- c) Advocate and maintain specific arts related portfolios.
- d) Advocate and promote Board recommendations.

3. TERMS OF REFERENCE

3.1. RELATIONSHIP TO COUNCIL

The Shoalhaven Arts Board is a Section 355/377 Committee of Council (Local Government Act 1993). It is a strategic advisory committee to advocate for and inform Council's decision making process.

3.2. DELEGATED AUTHORITIES

- Act within adopted budgets aligning with Council's strategic plans and document, and make recommendations 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

Shoalhaven Arts Board – Terms of Reference

- 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
- 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 works in concert with the Shoalhaven Arts Board, 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

3.3. MEMBERSHIP

- The membership of the Shoalhaven Arts Board to be nine (9) members in total and to include community member representatives from Health & Well-being, Education, Arts Institutions, Artists, Corporate/Business and a maximum of three (3) skills based Councillors (one from each of the three (3) wards). To ensure inclusion in the membership of the board of a range of strategic capability, expertise and advice from within the arts. One of the community member representatives is designated as an Aboriginal Local Member.
- Community member representatives of the Board are appointed through an Expression of Interest process with the exclusion of casual vacancies should they arise.

3.4. ELECTION/APPOINTMENT

Industry Representatives

- Appointment to the Board can be for a maximum four (4) years with a set commencement and finish date
- Vacancies will be advertised locally via media, Council communication channels and industry networks
- Applications will be actively sought from appropriately skilled industry representatives,
- Council will manage the application process,
- An interview panel will consist of a Council staff member, the Chairperson of the Board and one (1) suitably qualified independent representative to assess the applications and make recommendations for appointments to the Board and Council.

Councillors

Council will advise Shoalhaven Arts Board of its appointed representatives. Council at its discretion can replace representatives at a time of its choosing.

*Shoalhaven Arts Board – Terms of Reference***3.5. CASUAL VACANCIES**

Should there be a casual vacancy; the Shoalhaven Arts Board will seek applications by appropriate means to fill these vacancies to align with finish dates.

3.6. TERM OF APPOINTMENT

- Appointments will be for a term of two (2) years
- If representative is terminated or resigns an early substitute will be appointed only until the fixed finish date as a casual vacancy

3.7. SUB COMMITTEES/WORKING GROUPS/PORTFOLIOS

The Board will have the right to establish sub groups as deemed appropriate to assist in fulfilling their role and purpose.

3.8. BOARD MEETING PRACTICE AND PROCEDURES

- The administrative provisions of Council's adopted Code of Meeting Practice shall apply subject to any amendments by the Terms of Reference.
- Formal Board Meetings will be held quarterly in a form and format as determined by Shoalhaven Arts Board
- To hold Arts/museum/culture industry forums for feedback and ideas that might inform the Annual strategic plan will be held
- Agenda and minutes from previous meetings will be circulated to members at least seven (7) days prior to the meeting
- Members must declare in writing any interest in any report tabled at the meeting covered by the Code of Conduct and Pecuniary Interest
- Informal Board meetings, special meetings will be held as and when required or set by the Board
- Planning and costs associated with conducting meetings will be borne by Council and funded from a line item in the Arts & Culture budget.
- The Chairperson will be appointed by the Board, the position will be limited to a two (2) year term and is open to all members of the Board.
- The Quorum will consist of at least half plus one (1) of the members.
- Voting and Recommendations are made by consensus and all decisions must be stated precisely for the inclusion of the minutes
- Where a consensus cannot be reached at two (2) consecutive meetings, then the majority of 60% of those present can adopt a recommendation
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Shoalhaven Arts Board – Terms of Reference

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- All issues must be clearly communicated including priorities, limitation and benefits to the community
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Ordinary Council

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Executive staff are normally required to attend the meetings of the Board. Other staff at the Directors' discretion or at the Board's request can attend meetings as required. Staff have no voting privileges.

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- Board members will undertake the prescribed Induction process
- Pecuniary Interest Returns are required on appointment and annually as required by the Office of Local Government and Council

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Council will provide secretarial support to arrange meetings and take minutes and provide professional officer support where required.

Council at its discretion may review and change the Terms of Reference, Role and Structure of the Board.

4. IMPLEMENTATION

The Finance Corporate and Community Services Group of Council is allocated responsibility for the administration of the policy.

Shoalhaven Arts Board – Terms of Reference

5. REVIEW

To be reviewed within one (1) year of the election of a new Council, or earlier at the discretion of Council.





“Creativity and participation in the arts contributes to innovative and sustainable outcomes that benefit everyone in the community, not just those who participate.”



MESSAGE FROM THE CHAIR OF THE SHOALHAVEN ARTS BOARD

The Shoalhaven has a rich history of inspiration and artistic endeavour – from our traditional custodians of the land, the people of the Yuin Nation; to the legacy of the European settlement and development; to artists and craftspeople who have been inspired and captivated by the unique beauty of this region.

Creativity and cultural expression have always been inherent in our lives. Importantly, the Shoalhaven is a place where arts and culture is recognised as an essential element of our community's vitality and wellbeing. Creativity and participation in the arts contributes to innovative and sustainable outcomes that benefit everyone in the community, not just those who participate.

Shoalhaven City Council has worked with the community to build a strong foundation for Arts & Cultural activity within the region. This relationship, professionally managed by Council staff and guided by the expertise of the Shoalhaven Arts Board, has enabled

Council to actively respond to community needs and successfully develop a series of outstanding initiatives and facilities.

Today the Shoalhaven is generously catered for via its arts places including the Shoalhaven Regional Gallery, Shoalhaven Entertainment Centre, the Milton Theatre, the Ulladulla Civic Centre, four Libraries across the City and a mobile library service which visits towns and villages. In addition there is a range of significant volunteer managed museums, privately run galleries and cultural facilities.

This current 2017-2021 plan will build upon preceding achievements. The framework was developed by Shoalhaven Arts Board members in 2016/17.

I trust that we will continue to realise a growing, rich and mature culture through our strategies and programs that build opportunity and enrichment for arts and culture to flourish throughout the Shoalhaven.

Clr John Wells
Chair Shoalhaven Arts Board 2017



Vision: Make the Shoalhaven a recognised outstanding arts destination that connects people, fosters sustainable communities and celebrates indigenous and contemporary history

Shoalhaven Arts board 2017

CITY VISION & ARTS CONTEXT

Council's Vision – “ We will work together in the Shoalhaven to foster a safe and attractive community for people to live, work, stay and play; where sustainable growth, development and environmental protection are managed to provide a unique and relaxed lifestyle. ”

The Shoalhaven City Council is underpinned by a strong set of objectives and strategies, determined by extensive community consultation undertaken in 2017 to formulate the City's 'Community Strategic Plan 2017 – 2027'.

The Shoalhaven Arts Board Arts & Cultural Strategic Plan fits within the context of state and national peak bodies who provide valuable research and measures which guide the activities in the region.

At a State Government level the Arts NSW 'Create in NSW' Vision is:

“NSW will be known for its bold and exciting arts and culture that engage our community and reflect our rich diversity”.

At the Australian Government Federal level the Australia Council for the Arts purpose is: *“To champion and invest in Australian arts. We do this by supporting excellence across all art forms and leveraging our investment in the arts to support and build a vibrant arts ecology”.*

Vision: Make the Shoalhaven a recognised outstanding arts destination that connects people, fosters sustainable communities and celebrates indigenous and contemporary history



Mission: Shoalhaven Arts Board actively connects and engages with artists, audiences, businesses and visitors to develop social, cultural, economic and capital excellence



Values: Shoalhaven Arts Board values the role of the Arts in stimulating, inspiring and supporting innovative artistic expression that benefits the community



VISION FOR ART & CULTURE AND THE ROLE OF THE ARTS BOARD

Council established ‘The Shoalhaven Arts Board’ in 1998.

Council recognises the value and place of creative expression, cultural facilities and innovative arts activities, and embraces a strategic direction to facilitate progressive cultural development across the City.

To guide this development each member of the Shoalhaven Arts Board will be responsible for maintaining and reporting on a specific portfolio.

The Shoalhaven Arts Board membership is made up of representatives from the local Shoalhaven community, including a Local Aboriginal member, and Councillors. Members of the Board come from a range of backgrounds and bring a rich spectrum of skills and capabilities, expertise and advice. The Board aims to include representatives from health and wellbeing, arts institutions, education, arts practitioners, the corporate/business sector and elected Councillors.

The Shoalhaven Arts Board Terms of Reference identify the purpose of the Board as:

- a. To contribute to and develop strategy and policy both for the Shoalhaven City Council as well as in alignment with the Region.
- b. To develop and implement policy, planning and vision for the broad arts within existing resources and use a co-opted panel of peers for professional advice.

They include:

- **Visual Arts**
- **Heritage and Museum Sector**
- **Literature**
- **Performing Arts**

- c. Advocate and maintain specific arts related portfolios
- d. Advocate and promote Board recommendations

REVIEW, EVALUATION & REPORTING

The chair and members of the Shoalhaven Arts Board will undertake an annual review and prepare a report to the Board on the Goals, Strategies and Success Indicators. This will be presented at the end of each financial year.

Shoalhaven Arts Board (SAB) Strategic Plan 2017 - 2021

smART IDEAS

Vision: Make the Shoalhaven a recognised outstanding arts destination that connects people, fosters sustainable communities and celebrates indigenous and contemporary history

Mission: Shoalhaven Arts Board actively connects and engages with artists, audiences, businesses and visitors to develop social, cultural, economic and capital excellence

Values: Shoalhaven Arts Board values the role of the Arts in stimulating, inspiring and supporting innovative artistic expression that benefits the community



PEOPLE

- A city that builds inclusive, safe & connected communities
- Activated communities through arts, culture & events
- Active, healthy liveable communities



PLACE

- Continually improving our road & transport infrastructure
- Manage & plan sustainable development
- Showcase and protect the natural environment



ECONOMY

- Attracting, retaining and growing business & partnerships
- Maintaining an innovative robust economy & vibrant towns & villages

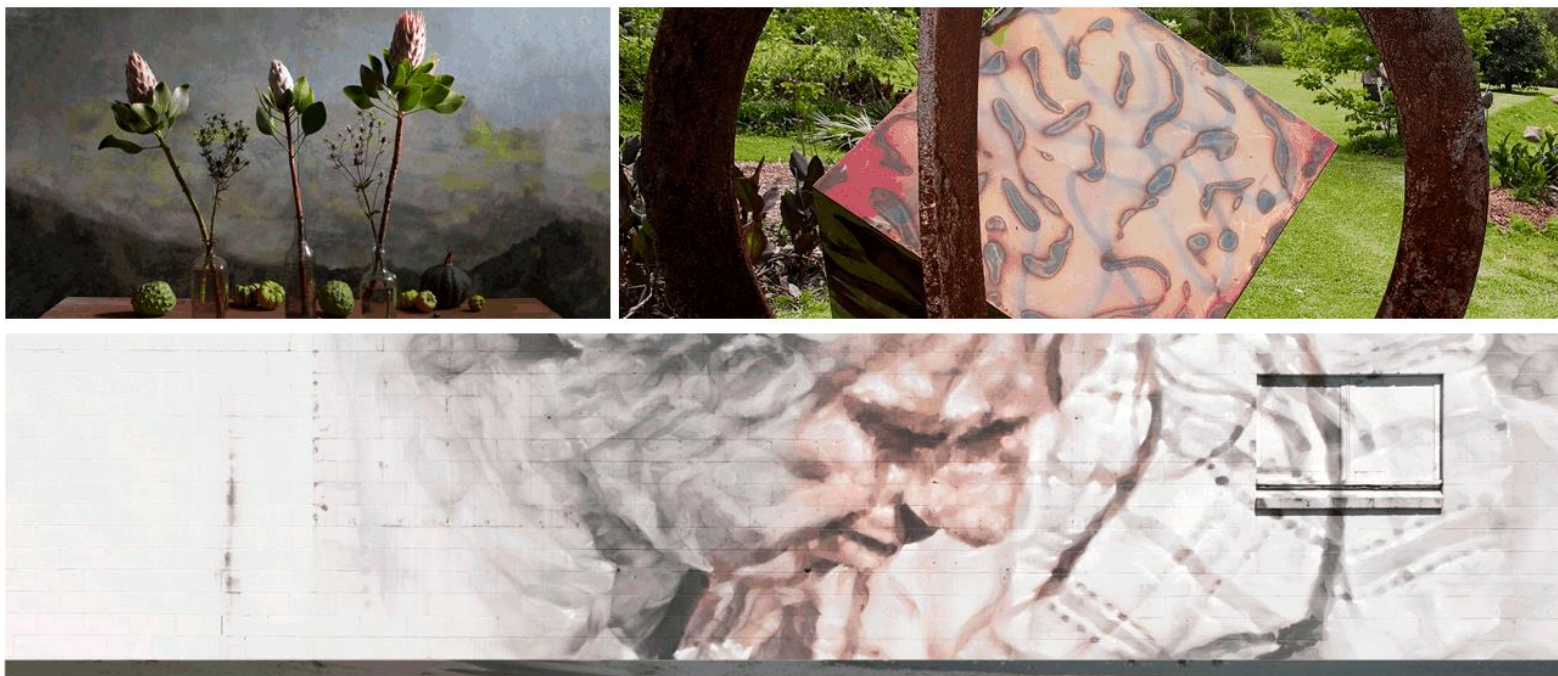


STEWARDSHIP

- Reliable services that meet daily community needs
- Strong leadership & advocacy through effective government

Key Priorities

| GOALS | 1. RECOGNITION & ADVOCACY The Shoalhaven is a place where participation in arts and culture contributes to innovative and sustainable outcomes that benefit the community This goal seeks to ensure that – together with economic, social and environmental factors - arts and culture is recognised as vital to a healthy, connected and sustainable community | 2. IDENTITY & DESTINATION This goal seeks to promote and further develop cultural tourism in the Shoalhaven. The Shoalhaven Arts Board (SAB) will advocate the Shoalhaven as a cultural destination and partner with Shoalhaven Tourism Advisory Group (STAG) to assist in product development | 3. ENJOYMENT & LEARNING Support opportunities for artistic collaboration in the community | 4. ENRICH & EXPAND THE ARTS Support stronger ties between the Shoalhaven Regional Gallery (SRG), Libraries and Shoalhaven Entertainment Centre (SEC) Advocate for the development of an Arts & Culture precinct in Nowra | 5. ESTABLISHMENT OF AN ARTS FOUNDATION Investigate the feasibility of an Arts Foundation The Foundation would: <ul style="list-style-type: none"> • Support the development & enrichment of broad arts • Fundraise and develop a sustainable principal investment to generate ongoing funds |
|------------|--|--|--|---|--|
| STRATEGIES | 1. Lobby Council to ensure arts and culture is acknowledged as a vital factor in building sustainable communities. 2. Provide advice to Council and stakeholders on how to integrate arts and culture in all elements of planning and policy making 3. Advise stakeholders on the development of measurable outcomes for arts projects | 1. Support the development of public art projects, including the 'Outdoor Gallery' throughout the Shoalhaven 2. Support Arts organisations through grants and donations programs 3. Support the development of a curated season of arts and entertainment presented at the Shoalhaven Entertainment Centre 4. Support the development of a curated exhibitions calendar at the Shoalhaven Regional Gallery 5. Support the expansion of NOW Contemporary Art Exhibition to become a biennial regional prize | 1. Encourage audience development across the arts and culture sector 2. Promote public programs 3. Support the volunteer network across the sector | 1. Provide advice on City Art Collection purchases, as per the Collection Policy 2. Champion and support the development of a powerful presence for the arts in the Shoalhaven. 3. Be active in the promotion of Shoalhaven Arts grants 4. Act as ambassadors for arts and culture to inform the community and visitors regarding arts and cultural activities, attractions and projects | 1. Review the progress of the business case in support of the creation of a Foundation |
| INDICATORS | 1. Recognise and advocate for Council's support and investment in arts and culture 2. Successful recommendations by SAB to Council on behalf of the Community 3. Regular attendance at arts and culture events 4. Provide moral and written support of grant applications | 1. Evidence of quality public arts, festivals & events in the Shoalhaven 2. The awarding of SAB Grants annually for projects that support the development of a sense of place | 1. Promotion and attendance at annual events in recognition of the contribution of volunteers 2. Increase in number of Arts Board website page views | 1. Lobby for improved funding and support to expand the Grants & Awards Program 2. Support the development of the City Art Collection through acquisitions 3. Evaluate acquittals and outcomes from Arts Grants and review arts grants guidelines | 1. Continued investigation into the establishment of a financially sustainable foundation |



AB19.18 Shoalhaven Arts Board Grants Program

HPERM Ref: D19/258175

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

Attachments: 1. Arts Board Communications Options [↓](#)
2. Arts Board Look and Feel - Concepts - Inspiration [↓](#)
3. Creative Brief Form [↓](#)

Purpose / Summary

A Shoalhaven Arts Board working party has reviewed the focus, structure and timing of the Shoalhaven Arts Board's 2019/20 Sense of Place Grant and the Arts Practitioners' Professional Development Grants to ensure the grants program is delivered to best support and develop arts and culture in the region.

Recommendation (Item to be determined under delegated authority)

That:

1. Shoalhaven Arts Board 2019/20 budgets for the Arts Awards of \$10,900, and the Shoalhaven Arts Grant (Sense of Place), be combined to provide a total pool of \$31,200.
2. Both the Sense of Place Grant and the Arts Practitioners' Professional Development Grants be advertised and promoted together, and in effect, jointly evaluated.
 - a. The Sense of Place Grants will fund applications for works of up to \$10,000.
 - i. The Sense of Place Grants will no longer be broken into two categories – Developing the Arts & Public Art.
 - b. Sense of Place Grant applicants may still apply for a grant to support public art.
 - c. Sense of Place applications should be evaluated first, and should the \$10,000 prize pool not be fully granted; remaining funds will boost the Professional Development Grants fund.
 - d. Individual Sense of Place grants remain to the value of up to \$3,000.
 - e. \$920 be excised from the grant funds to create graphic designs and a communications plan to support a four-week campaign to promote the grants.

Options

1. Adopt the resolutions as written.
Implications: Work can begin immediately on updating the grant application guidelines, promotions and publicity.
2. The Arts Board provide advice on an alternate resolution.
Implications: This may result in a longer lead time for advertising the grants and them being awarded and acquitted by the end of the 2019/20 financial year.
3. Reject the resolution.

Implications: The Arts Board grants program will not proceed in a timely manner and may not be carried over into the 2020/21 financial year.

Background

Since 2015/16, the Shoalhaven Arts Board has used its grant funding for three major and ambitious projects. The intention was to develop public art across the region and build the capacity of arts practitioners and arts organisation within the Shoalhaven. The 2013 adopted strategy 'Developing Public Art – Themes and Sense of Place' has been employed as the guiding document for submissions and decision making and has resulted in public art installations across the region.

Smaller grants have strategically focused on capacity-building through encouraging collaboration, best practice and mentorships with field leaders. These grants have resulted in the delivery of innovative and engaging projects across a wide range of artforms with tangible outcomes for individual practitioners and the community.

The recommendations in this report were developed on July 5, 2019, by a working party including Arts Board members Alison Chiam, Peter Lavelle, Karen Akehurst and Council staff Bronwyn Coulston and Karen Patterson.

Community Engagement

Council's Communications team advises they require two weeks' notice from the receipt of the creative brief to create the collateral, write the press release, commission graphics and printed materials. They suggest a four-week campaign would create the best results in terms of community engagement and raising the profile of the grants.

Changes to Sense of Place application questions

- Provide a short description of your organisation/artistic practice (Maximum 100 words)
- Provide an outline of the project – this statement may be used for publicity purposes (Maximum 50 words)
- Describe how this project relates to the art practitioner/practitioners' Sense of Place within the Shoalhaven; and detail materials and or style of work (Maximum 200 words)
- How does the project respond to the Shoalhaven Arts Board's Vision: Make the Shoalhaven a recognised outstanding arts destination that connects people, fosters sustainable communities and celebrates Indigenous and contemporary history (Maximum 200 words)
- Outline the intended audiences for this work within and beyond the Shoalhaven, and how the project will reach these potential audiences (Maximum 200 words)
- How will your project enhance and develop the arts within the Shoalhaven? (Maximum 200 words)
- Describe partnerships with other organisations and or creatives and how this will enhance the project (Maximum 200 words)
- If the application is for a public art work, outline how it aligns with Shoalhaven City Council's Developing Public Art Strategy (Maximum 200 words)

Guideline additions for Arts Practitioners' Professional Development and the Sense of Place Grants

- Shoalhaven Arts Board retains the option to award partial funding
- Grant applicants must be permanent residents of the Shoalhaven Local Government Authority or Jervis Bay Territory
- Shoalhaven City Council staff and Shoalhaven Arts Board members are not eligible to apply
- Successful applicants must be reasonably available for media interviews and publicity opportunities
- Previous Arts Board grant recipients' applications will not be considered unless all grants have been declared and acquitted
- Applicants are entitled to apply to both the Sense of Place and Arts Practitioners' Professional Development grants
- Applicants are encouraged to submit projects which have a clear individual benefit, and a benefit to the broader Shoalhaven creative community
- Wherever possible potential applicants/recipients should be referred to as arts practitioners to broaden the appeal of the awards to all creatives

Grant payments

- Professional Development grant recipients will receive payment in full upon the awarding of the grant
- Professional Development Grant applicants will be encouraged to submit projects which have a clear individual benefit to the Shoalhaven creative community
- Sense of Place grant recipients will receive 35 per cent upon the awarding of the grant, 35 per cent upon providing documented evidence they have achieved the half-way mark of their project; and 30 per cent upon completion of the project

Increased promotions

It has been identified that the grants program could be more widely promoted. It is recommended that \$920 be excised from the grant funds to create graphic designs and a communications plan to support a four-week campaign to promote the grants. This could include a media release sent to seven local media outlets; a targeted social media campaign with an estimated 4,000 impressions; newsfeed article on Council's website – which receives more than 5,000 visitors per week; an article in Council's E-newsletter – which has more than 2,000 subscribers; and posters. (See Attachment 3 for more information)

Financial Implications

The budget of \$31,200, to support this proposal, is confirmed in the Shoalhaven Arts Board's expense activities 21569.10722 (\$10,900) and 21569.22521 (\$20,300).

Arts Board Grant Funding Campaign 2019-2020



AB19.18 - Attachment 1

Contents

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| Key Message | 3 |
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CONTEXT

Shoalhaven City Council aims to support the Shoalhaven Arts Board Grant with a communication plan for the Arts Board Grant Funding program. To ensure artists in the Shoalhaven have an opportunity to apply for funding.

This campaign aims to support artists and provide them with opportunities to continue their important work in the Shoalhaven or seek out further training or study that will improve their careers and skills.

Purpose of the Communications Plan

To build awareness that submissions are open for the Shoalhaven Arts Board Grant Funding. The dates to be determined by the committee in consultation with Council's Executive Manager – Communications.

Key Audience

- Residents and Ratepayers of the Shoalhaven.
- Artists in the Shoalhaven
- Sporting Groups in the Shoalhaven
- Local Schools in the Shoalhaven

Key Message

- The Shoalhaven Arts Board is encouraging local art practitioners to apply for funding under the Board's Annual Grant funding program.
- Grants are made to support the development of artists work. Artists can apply for the Shoalhaven Arts Board Grant Funding Program to create a new work, purchase new materials or for training or further study.
- Grant Funding is up to \$20,000 and funding decisions are made by the Shoalhaven Arts Board. The number of awards is determined by the submissions made in each funding round.
- If you are a Shoalhaven Artist and you are looking for your next break, make a submission today for the Shoalhaven Arts Board Grant Funding Program.
- Applications close on **Friday (insert deadline date)** and can be downloaded here: [Arts Board Grant Application 2018/19](#), along with the [Guidelines](#).

Communications Plan Option One

This campaign is a basic Communications campaign using Council's current resources.

It is exclusively an in-house production and media releases would need to follow SCC processes with internal Council approval before they are sent, following Council protocols and procedures for all media releases within SCC.

This option would use Council's inhouse Graphic Designers charged at \$50 per hour for works.
This campaign would use the existing Shoalhaven Arts Board Logo.

Communications Team would target Shoalhaven Artists and other key audiences through digital advertising.

Estimated Budget is \$370

| Item | Estimated cost | Reach |
|---|-----------------|--|
| Media Release sent out via Council's Communications Team. | Inhouse No Cost | 7 Local Media Outlets. |
| Targeted Social Media Campaign | \$20 | Estimated 4,000 impressions |
| Newsfeed Article on Council's Website | Inhouse No Cost | More than 5,000 visitors a week |
| Article in Council's E Newsletter | Inhouse No Cost | More than 2,000 subscribers |
| Foyer Poster | Inhouse No Cost | Visitors to Council Foyer |
| Graphic Design: Produced as Poster, Social Media Icon (7 Hours) | \$350 | -Collateral for above communications implementation. |

Communications Plan Option Two

This campaign is a more enhanced Communications Campaign still using Council's current resources but supporting the program with Radio Advertising.

It will use in-house production and media releases would need follow SCC processes internal for Section Manager and Group Director approval before they were sent out.

This option would use Council's inhouse Graphic Designers charged at \$50 per hour for works.

This option involves video interviews which would require editing production \$50 per hour. This work could be used on social media but also increases the reach with Media TV outlets.

Estimated Budget \$920

| Item | Estimated Cost | Estimated Audience Reach |
|--|-------------------|---|
| Media Release sent out with Video and Photo package including interviews with Committee members. (1 Hour editing involved) | \$50 | 7 Media Outlets – Video ensures better reach with TV outlets |
| Targeted Social Media Campaign | \$20 | Estimated 4,000 impressions |
| Newsfeed Article on Council's Website | No Charge Inhouse | More than 5,000 visitors a week |
| Article in Council's E Newsletter | No charge | More than 2,000 subscribers |
| Foyer Poster | No charge | |
| Pull Up Banner | \$150 | To be used at Council Events |
| Graphic Design: Produce New Logo, Poster, Social Media Icon (14 Hours) | \$700 | |



Graphic Design

Shoalhaven Arts Board *Concepts & Inspiration 2019*

Client: Shoalhaven Arts Board

Arts Award Example

Possible branding package we could produce

- Shoalhaven Arts Board Award logo
- Poster and flyers
- Social media tiles
- Certificates
- Could possibly add a pull up banner if needed

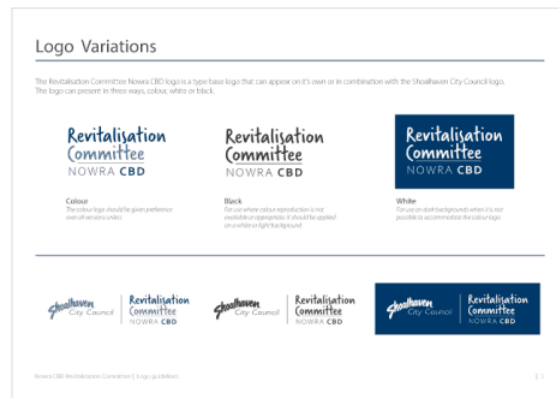


Possible Look and Feel Inspiration



Previous Council Projects

Nowra CBD Revitalisation Committee Logo



Youth Week - 2019

A1 Foyer Poster



Social Media Tile - Provided



A4 Poster



Homepage Slider



Seniors Week - 2018

A3 Poster



A4 Flyer



Facebook tile



TV Foyer Display



Web banner



Creative Brief

Your details

Client _____
Section of council _____
Job Number (for print reasons) _____

Date requested __/__/__
Initial proofs required __/__/__
Final artwork required __/__/__

Try to factor design into you project plan, to allow for adequate time to complete artwork and promote the event. Please complete all applicable sections.

Design team use

Design Job Number _____
Project Lead _____
Project Folder _____

Timeline

- Complete & submit request form
- ↓
- 1st Proof provided _____
- ↓
- Feedback received _____
- ↓
- 2nd Proof _____
- ↓
- Sign off _____
- ↓
- Completed Artwork _____

Job Details

Projects Title _____

Job Description and Background _____

Purpose/Goals/Outcomes _____

Key Messaging _____

Target Audience

- ☐ Children/Youth ☐ Ratepayers ☐ Seniors ☐ Business ☐ Community
☐ Householder ☐ Other _____

Creative/Client Vision _____

Sponsors/Funding _____

Logos to use (Please provide) _____

Specific design requirements (eg cultural sensitivities, joint partner involvement, related projects) _____

Content Required/Text _____

Production Requirements

Print

- ☐ Poster ☐ Report
☐ DL Flyer ☐ Certificate
☐ Brochure ☐ Invitation
☐ Fact Sheet ☐ Pull Up Banner
☐ Outdoor Banner
☐ Other (specify) _____

Size

- ☐ A1 ☐ A5
☐ A3 ☐ A6
☐ A4 ☐ DL
☐ Doublesided ☐ Single
☐ Custom (specify) _____

To be printed

- ☐ Inhouse
☐ External
Print quantity _____

Digital

- ☐ Facebook Post
☐ SCC Web slider
☐ SCC Tiles
☐ Get Involved Banner
☐ Foyer Slides
☐ Invitation
☐ Other (specify) _____

Video

- ☐ Facebook ☐ TV
☐ Foyer ☐ Cinema
☐ Other (specify) _____

Other

- ☐ Logo ☐ Infographic
☐ Illustration ☐ Icon/Graph
☐ Other _____

☐ Does this need to align with corporate IP&R documents ?

AB19.19 Shoalhaven City Art Collection - Art Acquisition

HPERM Ref: D19/261589

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

Purpose / Summary

To advise the Shoalhaven Arts Board members of the recommendations of the Shoalhaven Arts Board Art Acquisition Sub-Committee regarding additions to the Shoalhaven City Council Art Collections through donations, cultural gifts and purchases in accordance with Policy (POL18/23) Shoalhaven City Council Art Collection – Acquisition and Management.

Recommendation (Item to be determined under delegated authority)

That Shoalhaven Arts Board:

1. Acquire the works *Suspended Light III & Suspended Light IV* by Martine Emdur through the Cultural Gifts Program as an addition to the Shoalhaven City Council Art Collection.
2. Purchase the work *Dahlias and Striped Cushion* by Kim Grivas for \$690

Options

1. Accept the recommendation as printed.

Implications: The Shoalhaven City Art Collection will continue to grow in line with the Policy and develop the key collecting areas; increasing the value of the collection both for the community access to a range of visual arts and as a regional gallery collection of significance, while ensuring that the allocated budget for conservation and preservation of works is not placed under undue stress.

2. Amend the recommendation.

Implications: The Shoalhaven City Art Collection will continue to grow in line with the Policy and develop the key collecting areas. The arts reserve budget may be reduced, impacting our ability to acquire works of significance in the short term and reducing our ability to further grow and enhance the collection.

3. Adopt an alternate resolution.

Implications: The Shoalhaven City Art Collection may not grow and develop in line with the policy, and conservation requirements of the collection may impact the future acquisition budget.

Background

Shoalhaven City Council has been approached by Emily Simpson (a resident of Jamberoo) to acquire a diptych by Martine Emdur through the Cultural Gifts Program. The work was purchased in 2005 by the donor.

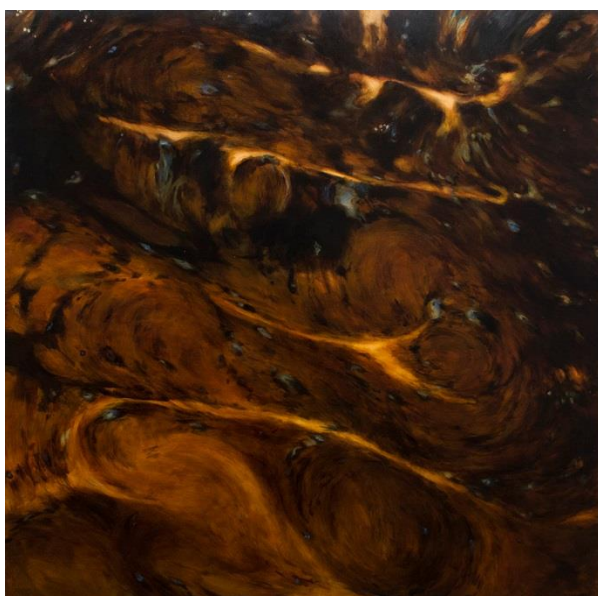
Emdur is a Sydney based artist who is internationally recognised for her signature style of naked forms in underwater settings. She was a finalist in the Archibald Prize in 2001 and 2003, a finalist in the Portia Geach Prize in 2005, and has held numerous solo exhibitions,

including a survey show at Manly Regional Gallery in 2018. These works, completed in 2001, are early in her career and show a more abstract approach, as opposed to the hyper-real style of subsequent works. Her more recent exhibitions have shown a further development of her style with a more painterly and expressive, less hyper-real approach.

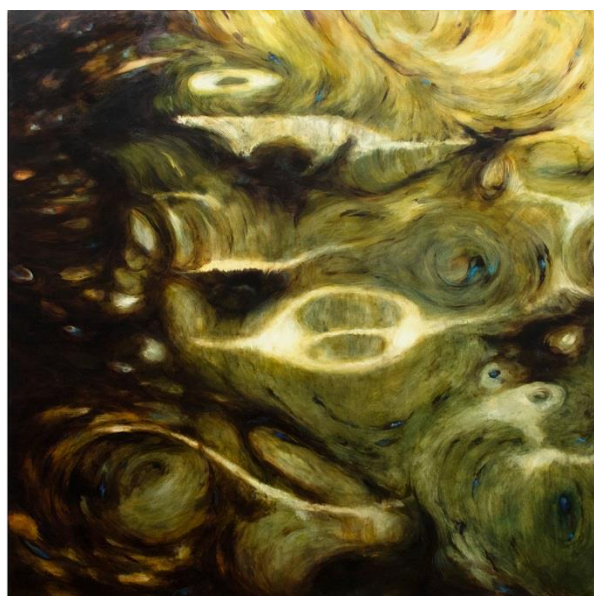
The proposed acquisition fits into the collecting theme of Australian Contemporary, and fits the collection policy section 3.1.6 under the following categories

- Significance of the artist
- Value for money
- Advantageous opportunities.

The works are large at 152cm x 152cm each and would potentially pose some storage issues for the Gallery. The donor is keen to see the works on display as much as possible, and if a suitable display area was found at Nowra Admin or SEC that would reduce the storage issues. Initial investigations into a specific place have not yet occurred.



Suspended Light III, 2001
Acrylic on canvas
152cm x 152cm



Suspended Light IV, 2001
Acrylic on canvas
152cm x 152cm

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Cllr John Wells, Chair of the Shoalhaven Arts Board has recommended that consideration is given to purchasing the work *Dahlia and Striped Cushion* by local artist Kim Grivas. This work is currently exhibited in the Shoalhaven Art Society Annual Open Exhibition and won the 'best in show' award.

Kim is a talented local artist who has previously exhibited with the Gallery and is a regular prize winner in the Shoalhaven Art Society exhibitions. This work is highly representative of her style – informal still life – and shows the cleverly composed domestic settings that are a more recent element in her works.

The proposed acquisition fits into the collecting theme of Australian Contemporary, and fits the collection policy section 3.1.6 under the following categories

- Local Significance
- Value for money
- Advantageous opportunities.



AB19.19

Dahlias and Striped Cushion, 2019
Oil on Birch Panel, 52.5cmx52.5cm

Community Engagement

Shoalhaven Regional Gallery provides a broad range of local and nationally significant exhibitions to showcase a cross section of artworks and media. It is important that the City Art Collection supports this and reflects the range of artists and artwork produced within the Shoalhaven. This provides an aspirational element to inspire artists and community members who visit the gallery.

Policy Implications

All offers to acquire works have been assessed against the Shoalhaven City Art Collection – Acquisition and Management Policy (POL18/23) and the subclause 3.1.6.

Financial Implications

Works acquired through the Cultural Gift Program are received as donations, with the only cost the valuation of the work. As per standard procedure for cultural gift donations, the Gallery will pay for one of the valuations required, and the artist will pay for the other. This cost is covered within the operational budget for the gallery.

The acquisition of the Kim Grivas work would fit easily within the Acquisition budget and not have significant impact on our ability to acquire other works throughout the year.

AB19.20 Quarterly Update - Shoalhaven Regional Gallery - Highlights and Achievements

HPERM Ref: D19/253390

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

Purpose / Summary

To inform the Shoalhaven Arts Board of activities and events that have occurred at the Shoalhaven Regional Gallery over the past quarter.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board receive the Shoalhaven Regional Gallery Quarterly Update report for information.

Options

1. Receive the report for information

Implications: The Shoalhaven Arts Board will be informed

2. Request more information.

Implications: Unknown

Background

Shoalhaven Regional Gallery have had a highly successful quarter from May to July 2019.

Exhibitions

Shoalhaven Regional Gallery continues to grow through our exhibition and public programs. We have had 6 exhibitions in the period May-July, including *Fibro Façade* by Catherine O'Donnell; *Starstruck*, a touring show from the National Portrait Gallery; *Off the Beaten Track*, a group show of textiles; *Unspoken Words* by Penny Lovelock; *Shoalhaven Mental Health Fellowship Open Art Competition*; and *The Forest* by Franc Hancock.

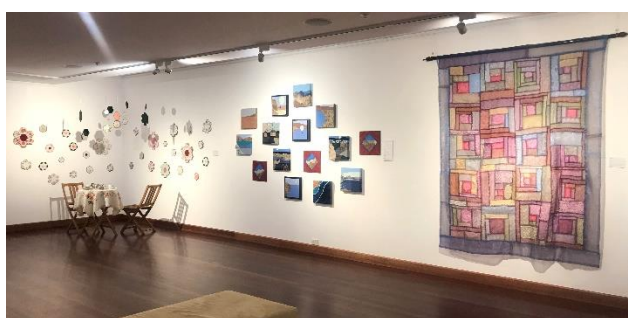
The exhibitions have been popular with the public with 6,952 people visiting the Gallery. Comments in the visitors' book include these highlights:

The portraits are amazing, particularly love the Debra Mailman one. The stills info on filmmaking was a treat to learn. (Starstruck)

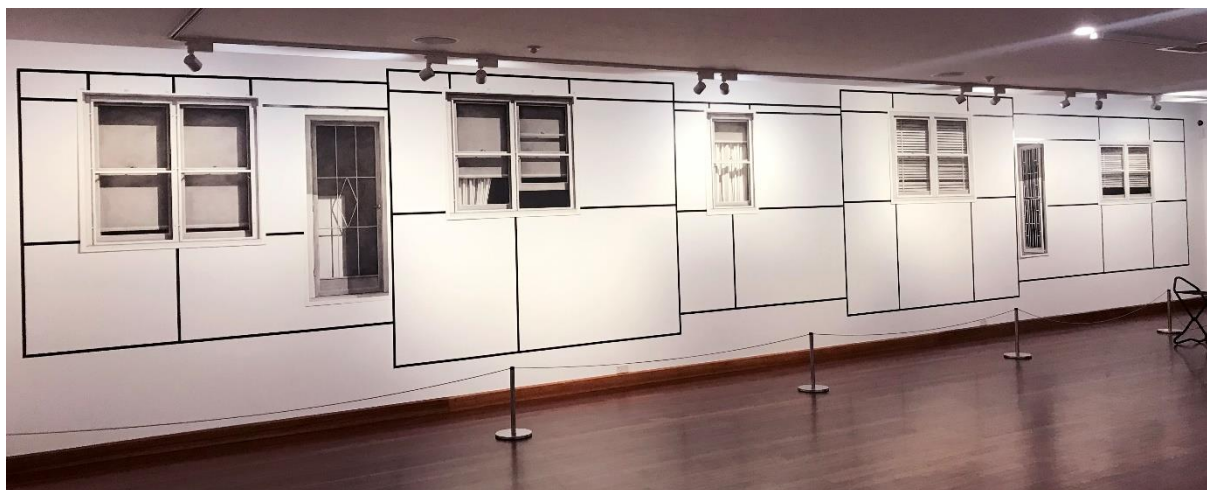
Fabulous exhibitions. Fibro facades look like you could reach out and open the doors and windows. Still photos from the movies are iconic, instantly recognisable. (Fibro Façade and Starstruck)

Amazing works that resonate so strongly with a woman from the land – such great memories. Thank you. (Off the Beaten Track / Unspoken Words / Mental Health / Forest)

Return visit with the grandchildren – They played with the hexagons. They loved the forest – amazing. (Off the Beaten Track / Unspoken Words / Mental Health / Forest)



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Public Programs

Alongside the exhibition program we have continued our highly successful public programs with talks, workshops and school holiday activities. Our school holiday program was almost fully booked with 50 of 54 tickets sold. We also had a sold-out artist workshop with Jim Birkett, responding to the works on paper by Franc Hancock. The National Portrait Gallery sent two educators to run programs in association with the *Starstruck* exhibition and we had almost 60 preschool children engaged in art making and looking at art through this wonderful program.



Touring Exhibitions

Promiscuous Provenance the touring exhibition was installed at Charters Towers for an exhibition in The World Theatre and continues to receive excellent reviews.

Community Activity

Our Public Programs Officer attended the Shoalhaven Environment Expo with an activity to reuse our advertising banners as a new skin for our whale, and we provided our meeting room to the Shoalhaven Readers and Writers Festival for two workshops.

Coming up

In the next quarter we have *Shoalhaven Art Society* and *Creative Moments* which are key elements in our annual commitment to these strong community arts groups. We also open *Now Contemporary* which is proving popular with more than 40 entries received to date.

In workshops and programs, we have a workshop with Robert Hollingworth which is already sold out, and a demonstration day with members of the *Creative Moments* team, showing off their skills and artform.

- Creative Moments / Paula Do Prado exhibition opening – 7 September
- Creative Moments Demo Day – 14 September
- NOW Contemporary Exhibition opening – 5 October

AB19.21 Shoalhaven Libraries - Update

HPERM Ref: D19/251034

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

Purpose / Summary

To update the Shoalhaven Arts Board on activities and services at Shoalhaven Libraries during the past quarter.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board receive the Shoalhaven Libraries Update report for information.

Options

1. Receive the report for information

Implications: The Shoalhaven Arts Board will be informed and updated on activities at the Shoalhaven Library.

2. Request more information.

Implications: Unknown

Background

Shoalhaven Libraries provides our community with free public spaces where they can borrow books, DVDs, magazines and audiobooks; attend an author talk or information session; come along to storytime, rhymetime or toddlertime; use a computer or access free WiFi; chat to our friendly staff for book recommendations and general enquiries; or just sit down read a newspaper.

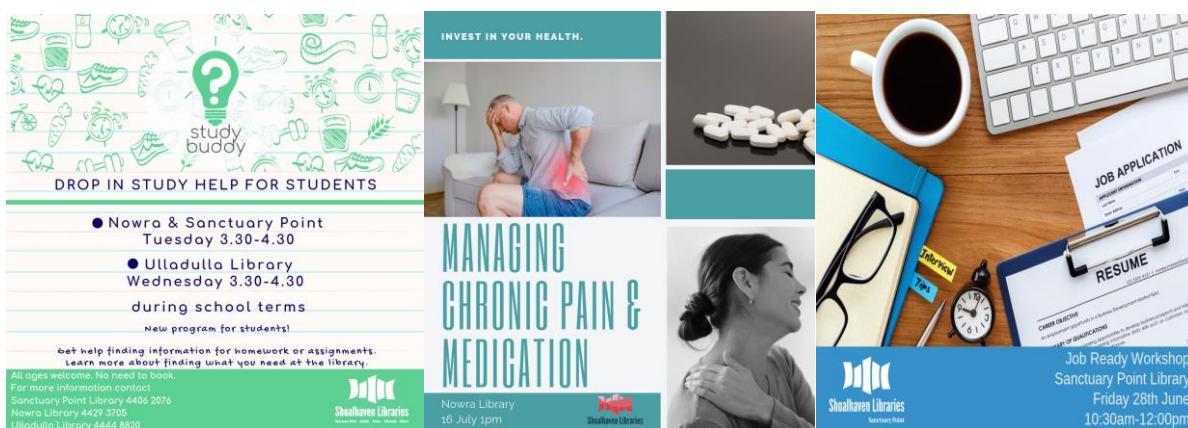
The last quarter of the 2019 financial year (April, May and June) saw 160,000 people come through our doors at Shoalhaven Libraries and borrow over 101,000 items. We also welcomed 655 new members and answered nearly 28,000 technology, reference, local heritage and general queries.

Shoalhaven Libraries has hosted many regular and special events across its branches, and some highlights are:

- Ulladulla turned on a beautiful day for the launch of the book 'Milton District Band 1869-2019, The Story of 150 years'. The band entertained library patrons before the official launch with author Cathie Le Brun.



- There were also lots of author talks held and information sessions run.



- We celebrated National Simultaneous Storytime by performing Matt Cosgrove's lively children's book, *Alpacas with Maracas*, with hundreds of children across the Shoalhaven joining in the fun. We had a blast and hope everyone who attended did too!



- The Winter Reading Challenge was held again this year. Children and adults alike were challenged to read different books and prizes were on offer.



- Our Pathfinders Program continues to deliver lots of unique events and opportunities. One highlight was a recent Traditional Japanese Tea Ceremony and Calligraphy session held at Nowra and Ulladulla.



We also continue to work through our Strategic Plan, which focuses on the key areas of access, education, culture and inclusion.

As part of this we have completed some major projects during this period, with Nowra Library undergoing a facelift with its exterior recently repainted, and a new children's reading area installed. The new addition of a children's reading nook gives our smallest residents a safe and comfortable space to fall in love with literature, and the new additions include new furniture, a green wall and a sensory pod, where children can sit on cushions, calm down and focus on a new book.



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The generous support from the Nowra CBD Revitalisation Strategy Committee provided funding for the installation of lights for the mural and trees at Nowra Library.



We also continue to promote and expand our digital offerings so that customers can access books, audiobooks, magazines and movies 24/7. We offer digital classes and training to ensure the community has the necessary technological skills for today's world. This is an area where many customers require assistance and we received a lovely letter from a patron we provided assistance to, addressed as follows:

"To the lovely library ladies who helped the ageing technological dinosaur with her iPad."

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DOCOS WITH
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You'll need to create a Kanopy account with your email address, and then sign in using your library card number.



www.shoalhavenlibraries.com.au



Now available at Shoalhaven Libraries.

We were also part of the 2019 Shoalhaven Readers & Writers Festival which took place at Nowra Library and Shoalhaven Regional Gallery Nowra, with great author talks, storytime and workshops with Jacqueline Harvey, Jack Heath, A.L. Tait and Cheryl Westenberg.



Currently our focus is on preparing for this year's Children's Book Council of Australia Book Week. Each year across Australia this event brings children and books together at schools, libraries and bookstores to celebrate children's literature. This year's theme is **Reading is My Secret Power**. At Shoalhaven Libraries it's one of our busiest and most favourite times of the year, and we will be running Book Week events at all our branches. This year we will be performing Tohby Riddle's *Here Comes Stinkbug* and Michael Speechley's *The All New Must Have Orange 430*. The Readers Theatre will be on at Nowra Library on Monday 19 and Tuesday 20 August, and we are then travelling to Ulladulla Library on Friday 23 August for some performances.

AB19.22 Shoalhaven Entertainment Centre - Information

HPERM Ref: D19/258646

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

Purpose / Summary

To update the Shoalhaven Arts Board on recent achievements of the Shoalhaven Entertainment Centre.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Arts Board receives the Shoalhaven Entertainment Centre report for information.

Options

1. That the Arts Board receive this report for information.
Implications: The Board is informed about progress of the Entertainment Centre and its programmes.
2. That the Arts Board does not accept this report for information and makes an alternative recommendation.
Implications: None identified.

Background

The Shoalhaven Entertainment Centre, now in its 11th year, experienced a busy 2018/19 Financial Year.

The centre presented six Morning Matinees which attracted a total audience of 2,343.

Almost 8,750 people attended the 19 productions in the Centre's main stage seasons, which included a huge variety of works – physical theatre, musical theatre, classical music, cabaret, theatre for families and children, drama, Indigenous theatre, and multicultural performances.

Seven productions were presented by community theatre, Eisteddfod and school groups, attracting a total audience in excess of 9,800.

There were 42 commercial hires of the performance spaces which attracted a total audience of almost 19,000. Apart from independent touring performing companies, this included dance school presentations, kickboxing events, and awards nights.

Website: The centre is currently working on developing a new website which will be made live to coincide with the December launch of the 2020 Education Season; 2020 Morning Matinee Season and the 2020 Season.

Shoalhaven Entertainment Centre Strategic Plan 2019-2025: Work has begun on the development of the Strategic Plan which ultimately will go on public exhibition before being submitted to the Shoalhaven Arts Board for adoption. To assist with the creation of the Plan, Board members will be invited to participate in a Focus Group.

Community Engagement

The Shoalhaven Entertainment Centre regularly receives excellent feedback from its audience members, community groups and hirers:

“Your staff were great, and they tolerated having 200 kids in their space. We feel lucky our students get to perform in a professional space.” – Director of a school production.

“Thank you for bringing this extraordinary show to Nowra [Robot Song, 2019 Season] As a grandmother of a nine-year-old grandson with autism, I was brought to tears recognising the quirks, off beat sense of humour, the loneliness, together with the frustration, difficulties, challenges and ingenuity that he and other young people with autism face every day of their lives.Thanks for this remarkable show.” – A Shoalhaven grandmother.

Shoalhaven Entertainment Centre staff wore Indigenous motifs painted on their faces in support of the Regional NAIDOC Awards held at the venue on Saturday, June 27. The team received excellent feedback on their service, technical support and three-course dinner served to more than 370 people drawn from Kiama, Wollongong, Shellharbour and Shoalhaven local government authority regions.

“What a great night it was on Saturday well done to everyone involved at Shoalhaven Council and a fantastic celebration and recognition of our Aboriginal communities and people across the Illawarra and Shoalhaven.” – Armando Reviglio, Coordinator Community Partnerships and Safety, Wollongong City Council.



The starter ready to be served; the SEC auditorium; and a member of staff at the Regional NAIDOC Awards.

In connection with its Season, the Shoalhaven Entertainment Centre has offered schools, community groups and its patrons a huge variety of opportunities to meet and greet performers, undertake master classes with professional musicians and singers, and performance workshops related to dancing, singing, circus skills, and acting. Through its community engagement programmes, free workshops have been enjoyed by hundreds of children in seven of the region's primary and high schools.



Nowra Christian College students get their 'possum on'. In preparation for the Shoalhaven Entertainment Centre's season of *Possum Magic*, a Monkey Baa Theatre Company teaching artist delivered a drama skills workshop for College students prior to them attending the show.

Culture Counts, the software programme which assists the Entertainment Centre to measure the quality of work and how audiences respond to its presented programs, is providing valuable insights. Survey responses are revealing strong results in relation to access, captivation, cultural contribution, local impact and meaning. The results gathered from Culture Counts will also assist in the development of the Centre's 2019-2025 Strategic Plan.

AB19.23 Gift of personal collection to Shoalhaven City Council

HPERM Ref: D19/295724

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

Purpose / Summary

To seek in principle support from the Shoalhaven Arts Board for Shoalhaven City Council to accept the gift from Jim Birkett and Roy Weatherhead of their personal art collection.

Recommendation (Item to be determined under delegated authority)

That:

1. Shoalhaven Arts Board give In Principle support to accept the offer from Jim Birkett and Roy Weatherhead to gift their personal art collection to Shoalhaven City Council,
2. Shoalhaven Arts Board give In Principle support for Council staff to enter into a Deed of Gift agreement with Jim Birkett and Roy Weatherhead,
3. Upon finalisation of the Deed of Gift an appropriate mark of appreciation be made to Jim Birkett and Roy Weatherhead.

Options

1. Adopt the Recommendation

Implications: Shoalhaven City Council will seek legal advice on the structure of the Deed of Gift and enter into an agreement with the collectors to acquire the collection.

2. Amend the Recommendation

Implications: Unknown at this time

3. Reject the Recommendation

Implications: Shoalhaven City Council will not accept the offer of the collection and it will likely be given to another gallery, cultural institution, or broken up and sold to various collectors and institutions.

Background

Jim Birkett is an artist and educator who made his home in the Shoalhaven with his partner Roy Weatherhead in 2000. Roy and Jim have a longstanding interest in art and collecting. They were the owners of Gallery 483 Crown Street – a gallery that operated for several years through the 1990s and focused on exhibiting works of emerging artists who were not represented elsewhere.

Birkett graduated from the Exeter College of Art and Design (UK) in 1966 and had his first solo show in 1967 at the Camden Passage Gallery in London. He has exhibited extensively including six (6) exhibitions (group and solo) at Shoalhaven Regional Gallery between 2006 and 2018. He has worked as an art educator in schools, universities and most recently with

AB19.23

Bundanon Trust and has works held in public and private collections across Australia, UK, France and India.

The Birkett and Weatherhead Collection has been amassed over a long period of time, with a focus on emerging artists and those with whom the collectors had a personal connection – either through exhibitions in their gallery, or as educators and mentors. This approach has seen an eclectic but significant collection formed, with works from south-east Asia, contemporary Indigenous Australian works, and works by Australian and American artists.

The collection consists of a range of works across sculpture, glass, ceramic and 2D pieces. Works in the collection have been purchased from Holdsworth Gallery, Macquarie Gallery, Defiance, Brenda May and Gallery 460, as well as items gifted to them or acquired on travel.

Jim Birkett and Roy Weatherhead approached Shoalhaven City Council to seek its interest in accepting, in whole or part, their Art Collection. This offer is to keep, conserve and exhibit for the future as part of the Shoalhaven City Art Collection. The collection is currently being catalogued and documented to understand the number of works and the range of artists. Known highlights are works by Grace Burzese, Margaret Woodward, Isabel Davies, Warwick Keen, Graham Blondell and one work by Roland Wakelin (unauthenticated).

The Collection would be handed over to Council on the signing of a Deed of Gift, other than some select pieces which would remain in the personal collection of Roy Weatherhead and would be gifted to Council on his death.

The gift does not come with any additional funding to conserve, store or exhibit the collection, however some of the works in the collection may be acquired with the intention to sell at a later date to assist in necessary funding for the preservation and storage of the remainder of the gift. In establishing the Deed of Gift, the intentions of the Giftee, the needs and responsibility of Shoalhaven City Council in managing the collection into the future will outlined and documented in the Agreement.

Nature of the Gift

In essence the gift offer consists of:

Part 1: The private collection of Roy Weatherhead

A small number of works will be nominated by Roy Weatherhead to form his private collection following the death of Jim Birkett. It is understood that these works will be gifted to Shoalhaven City Council on the death of Roy Weatherhead

Part 2: The collection for permanent acquisition

Council will accept a selection of the Birkett and Weatherhead Collection comprising:

- a) All works by Warwick Keen and Margaret Woodward
- b) A representative sample of works by Jim Birkett showing the development of his artistic style over time
- c) A significant number of the remainder of works as fits the Shoalhaven City Art Collection Policy and reflects the growing multiculturalism within the Shoalhaven

Any pieces not accepted into the permanent acquisition collection will form part 3 of the Gift.

Part 3: The collection for funding requirements of the Gift

All works that are not included in Part 1 or Part 2 of the Gift will be accepted by Council on the understanding that these works may be sold as appropriate to fund the care, storage and exhibition of works acquired through Part 2 of the Gift.

For example:

- a) The sale of works can be used to fund the conservation of pieces in Part 2 of the gift
- b) The sale of works can be used to fund the stabilization and creation of suitable crates to travel works within a touring exhibition

Or

- c) The sale of works can be used to contribute to funds for the building of a separate storage area and / or gallery space to exhibit and store works of the Birkett and Weatherhead Collection.

The sale of these works shall take place through reputable auction houses with the best possible price achieved, ensuring the reputation of the Gift and The Collection is maintained.

Community Engagement

Birkett and Weatherhead are highly respected members of the Shoalhaven community, known for Jim's work at Bundanon, his leadership of the local ADFAS chapter and his artistic talent. The offer of this gift will ensure their contribution to the Shoalhaven is remembered through the works in the Gallery.

Policy Implications

The permanent acquisitions from the collection will be assessed against the Shoalhaven City Art Collection – Acquisition and Management Policy.

The majority of the collection fits into the Shoalhaven City Art Collection – Acquisition Policy, and under the proposed Deed of Gift, those works that do not fit the policy will be gifted with intent to sell for funding of the remainder of the collection.

Financial Implications

Accepting this gift comes with some financial implications. Consideration will need to be given to additional costs for:

- 1) Insurance – the increase in value of the Shoalhaven City Art Collection as a result of the gift will increase our insurance premiums.
- 2) Valuation requirements – in accepting the gift Shoalhaven Regional Gallery will need to employ a valuer to provide formal valuations on all items accepted into the collection for insurance purposes.
- 3) Storage – the Shoalhaven Regional Gallery collection store is close to maximum capacity for items other than paper and small sculpture / ceramic / glass works. The racks are currently full with no space to spare.
 - a. Space can be found for some additional works by returning the two items on long term loan to their owners, and by going through a rigorous deaccession process to remove works of low value to the collection that are also requiring treatment or conservation work.
- 4) Continued conservation and care
 - a. While the majority of the works are in good condition at this point, there are some works by Isabel Davies that will require some treatment to stabilise them prior to exhibiting, and others that will require conservation / stabilisation of mixed material in future.

The gift includes the ability to sell some works to fund the storage, conservation and exhibition requirements of the works, but in accepting The Gift, Council needs to be aware of the long-term costs and that The Gift will not support these costs indefinitely.

Risk Implications

- Reputation risk:
 - Should Council not accept this generous gift, there could be a community perception that Council are not supporting or acknowledging the contribution of Birkett and Weatherhead to the community, both local and Australian art more broadly.
 - Whilst acquiring new and significant works into the Regional Gallery Collection is beneficial for both community and the gallery, the current site does not allow for permanent display of The Collection. Long term, an inability to display collection works within permanent curated displays will potentially prevent further gifts and impact the ability of the Arts and Culture Unit to encourage future donors and philanthropic organisations to give to the Gallery.
- Financial:
 - Costs for storing and insuring the art is not yet known.
 - Long term financial risk - future planning for a Regional Gallery that is capable of displaying our collection and temporary exhibitions at the same time will need to be considered as a growing priority as demand and the collection size and range increases.