



MINUTES

KALAMUNDA ARTS ADVISORY COMMITTEE 6:00pm Monday 19 August 2019 Function Room

1.0 OPENING OF MEETING

1.1 Meeting opened at 6:05pm

2.0 ATTENDANCE AND APOLOGIES

2.1 Attendance

Committee

Andy Farrant	Presiding Committee Member
Stephen Castledine	Committee Member
Gordon Mitchell	Committee Member
Briony Bray	Committee Member
Cr Kathy Ritchie	Committee Member
Ronan Lane	Committee Member
Harry Pannekoek (arrived at 6.11pm)	Committee Member

City of Kalamunda Staff

Gary Ticehurst	Director Corporate Services
John Verbeek	Economic Development Specialist
Sara Slavin	Minute Secretary (EA-DCS)

Apologies

Rhonda Hardy	Chief Executive Officer, City of Kalamunda
Cr John Giardina	Mayor, City of Kalamunda
Claire Eden	Committee Member

Leave of Absence

Previously Approved

Carol Innes	Committee Member
-------------	------------------

3.0 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Presiding Member acknowledged the traditional owners of the land.

4.0 DISCLOSURE OF INTERESTS

4.1 Disclosure of Financial and Proximity Interests:

a) Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 of the Local Government Act 1995)

b) Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Section 5.7 of the Local Government Act 1995)

Nil.

4.2 Disclosure of Interest Affecting Impartiality

a) Members and staff must disclose their interests in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.

Nil.

5.0 ADOPTION OF MINUTES FROM THE PREVIOUS MEETING

MOTION

“That the meeting notes of the Kalamunda Arts Advisory Committee held on 11/07/2019, are confirmed as a true and accurate record of the proceedings.”

Moved: Stephen Castledine

Seconded: Cr Kathy Ritchie

Vote: **Carried Unanimously**

6.0 MATTERS ARISING FROM PREVIOUS MEETING NOTES

Item	Who	Date raised	Status
Action 1: to mark-up suggested changes to the draft Public Art Contributions Policy forward to JV for distribution to KAAC members with a requested 48 hour turnaround for feedback.	HP	11/07/19	Completed
Action item 2: Liaise with the City’s Planning Team in communicating KAAC’s revised contribution thresholds and other suggested points of clarification in the draft Public Art Contributions Policy.	JV	11/07/19	Completed
Action item 3: Draft response and forward to the Presiding Officer for review and subsequent forwarding to the Lesmurdie Baptist Church.	JV	11/07/19	Completed

Item	Who	Date raised	Status
Action item 4: Undertake research in respect to a comparison of charges for similar sized theatres to KPAC and a bench marking exercise on fee structures.	JV	11/07/19	Underway
Action item 5: Working party to review document and provide feedback to the City ahead of the August OCM.	CE, AF and SC	11/07/19	Completed 19.08.19
Action item 6: to advise CI that her request for leave of absence is approved.	AF	11/07/19	Completed 19.08.19.
Action Item 7: advise on calendar of events for next meeting.	GT	11/07/19	Completed 19.08.19
Action Item 8: get internal advice as to SC's position in regard to being both a contractor to the City and being on the Brand Committee and KAAC.	GT	11/07/19	Completed

Note: HP arrived at 6.11pm

- 7.0 KPAC AND ZZ ARTS CENTRE CONSULTANTS' REPORTS.** Establish a 2-3 person working party for each venue to review top three priority items, scope out actions, possible costs and tasks to achieve their inclusion in the 2021 City Budget. These matters need to be completed in readiness for discussion at the September meeting.

The Committee nominated members to the working groups as follows:

ZZ Arts Centre – Working Group

- GM
- CE
- RL

KPAC – Working Group

- AF
- BB
- SC

ACTION 1: Working Groups to come back with suggestions for what recourses are required and what possible costs would be, so they can be built into the next Budget.

ACTION 2: The City will provide a Risk Matrix to assist Risk Assessment for the Committee's consideration on projects moving forward.

8.0 SEEK INPUT FROM THE DIRECTOR OF CORPORATE AND COMMUNITY REGARDING THE STEPS AND TIMETABLE FOR RECRUITMENT OF THE NEW CREATIVE COMMUNITIES COORDINATOR

The City has commenced work on the establishment of the Creative Communities Co-ordinator position.

It is proposed that the position would be advertised late October / early November via the City's Website, Seek, City's email distribution list and possibly through WALGA with a view to fill the position by 1 January 2020.

MOTION

Recommendation to Council: Annette Eassie be appointed to the Kalamunda Arts Advisory Committee.

Vote: **Carried Unanimously**

ACTION 3: Annette Eassie be appointed to Committee Membership and invited to the future KAAC Meetings.

9.0 PUBLIC ARTS POLICY – Update on Council's decision to publish for public comment

Several KAAC members attended the City's Public Agenda Briefing on the 6 August 2019.

More than 90% of metropolitan local governments have a contribution to public art policy.

ACTION 4: City staff will validate the numbers of which Local Governments in the Perth Metro area have a Public Art Policy or a Percent for Art.

MOTION

The KAAC amend the alternate motion from 2% to 1% in regard to the Public Art threshold.

Moved: Ronan Lane

Seconded: Briony Bray

Vote: **Carried Unanimously**

10.0 KAAC Membership and TERMS OF REFERENCE – Update arising from August Council meeting

The City is undertaking a review of the Terms of Reference of all Advisory Committees which will be considered at the August 2019 Ordinary Council Meeting.

11.0 PROPOSED TIMETABLE OF EVENTS 2019

Date	Event
TBA August 2019	Completion of Graphic Design Art Strategy Document – ACTION 5: SC to amend the Arts Strategy paragraph which refers to public art to ensure it is in sync with the Draft Arts Strategy.
27 August 2019	Council August OCM - Public Arts Contributions Policy ACTION 6: Committee Members to attend next Tuesday night where possible.
28 August 2019	Candidate Information Session Kalamunda
28 August 2019	Nominations for Community Advisory Committees open ACTION 7: Members need to self nominate for KAAC. ACTION 8: Ensure that Annette Eassie gets added to the Advisory Committee Member notification list.
16 September 2019	Final KAAC Meeting for current committee AF suggested the Committee go out to Dinner afterwards.
5 September 2019	Nomination period for elections opens
12 September 2019	Nomination period for elections closes
TBA September 2019	Nominations for Community Advisory Committees close ACTION 9: Ensure the link to the Connect Kalamunda Newsletter is included in the email to all Advisory Committees.
TBA October 2019	Forum It is proposed to conduct a Public Arts Forum in late October early November.
19 October 2019	Council Elections

12.0 REGISTER OF VOLUNTEER HOURS

Harry Pannekoek	To be provided.
Andy Farrant	54 hours
Briony Bray	To be provided.

13.0 ANY OTHER BUSINESS**1. Night lighting and an indoor/outdoor project description for the large stained glass window in the Kalamunda Library**

The Committee was contacted by a member of the Kalamunda Rotary Club with regard to the Stained Glass window at the Kalamunda Library, there is currently no attribution of the artwork. Discussion was had around the attribution plaque and possibly lighting on the outside of the building to showcase the window.

MOTION

Recommendation to Council: City of Kalamunda to partner with the Kalamunda Rotary Club to have the internationally recognised public artwork – Stained Glass Window at the Kalamunda Library, attributed.

Moved: Steve Castledine

Seconded: Gordon Mitchell

Vote: **Carried Unanimously**

ACTION 10: KAAC to make enquiry regarding whether a picture of the Stained Glass Window could be included into the final version of the Arts Strategy.

2. Social dislocation and the arts - links, opportunities and possible activities - notes to come from the CEO

N/A

3. Stirk Park Adventure Playground - a creative solution - notes to come from the CEO

N/A

4. New term for the Committee - process for re-nomination and finding new members

A report is going up to the Ordinary Council Meeting in August for Council to adopt the revised Terms of Reference for November 2019 – November 2021.

Following this, calls for nominations are anticipated to go out early September and will be advertised on the City’s website and through the local newspaper advertisements. Nominations will be assessed against selection criteria such as relevant experience and time availability.

5. Committee's last meeting under this Council. Date for the final meeting to be followed by dinner at a local haunt

Next meeting was agreed to take place on Monday 16 September 2019.

14.0 DATE OF NEXT MEETING – final meeting for this current Committee. New Committee will be voted upon by the new Council after the October elections


Monday 16 September 2019.

15.0 CLOSURE

Presiding Committee Member closed the meeting at 7.18pm

I confirm these Minutes to be a true and accurate record of the proceedings of this meeting.

Signed: Presiding Member


Dated this 16 Day of September 2019

Kalamunda Arts Advisory Committee
Minutes – 19 August 2019

8

ACTION ITEMS from 19 August 2019			
Item	Who	Date raised	Status
ACTION 1: Working Groups to come back with suggestions for what recourses are required and what possible costs would be so they can be built into the next Budget.	Working Groups for ZZ Arts Centre and KPA.	19/08/2019	Pending
ACTION 2: GT will provide a Risk Matrix which may be useful for future Risk analysis for the Committee's consideration on projects moving forward.	GT	19/08/2019	Pending
ACTION 3: Annette Eassie be appointed to Committee Membership and invited to the future KAAC Meetings.	SS	19/08/2019	Completed
ACTION 4: GT advised City Staff will validate the numbers of which Local Governments in the Perth Metro area have a Public Art Policy or a Percent for Art.	GT	19/08/2019	Pending
ACTION 5: SC to amend the Arts Strategy paragraph which refers to public art to ensure it is in sync with the Draft Arts Strategy.	SC	19/08/2019	Pending
ACTION 6: Committee Members to attend next Tuesday night where possible.	All	19/08/2019	Pending
ACTION 7: Members need to self nominate for KAAC.	All	19/08/2019	Pending
ACTION 8: SS to ensure Annette Eassie gets added to the Advisory Committee Member notification list.	SS	19/08/2019	Completed

City of Kalamunda

Kalamunda Arts Advisory Committee
 Minutes – 19 August 2019

9

Item	Who	Date raised	Status
ACTION 9: SS to ensure the link to the Connect Kalamunda Newsletter is included in the email to all Advisory Committees.	SS	19/08/19	Completed
ACTION 10: SC to make enquiry regarding whether a picture of the Stained Glass Window could be included into the final version of the Arts Strategy.	SC	19/08/19	Pending