

Minutes



Cultural and Creative Arts Advisory Committee

Monday 11 March 2024
4:00-5:30pm

Location:	Coachwood Meeting Room, Level 6, 31 Victor St Chatswood
Chair:	Paul McDonald
Attendees:	Members: Steve Lockwood; Richard Bennett; Annette Brown; Meredith Melville-Jones; Paul McDonald; Debra Player; Sarah Penicka-Smith WCC Staff: Juliet Rosser (Arts and Events Manager); Bushra Salam (Governance Administration Officer)
Apologies/absent:	Members: Rod Herbert; Jing Han

Agenda items

Item	Topic / Discussion	Action
1	Welcome: The meeting was opened at 4:00pm. Acknowledgement of Country Governance Administration Officer acknowledged country on behalf of Council. Apologies Rod Herbert Absent: Jing Han	
	Declarations of interest A link to the Disclosure of interest by Committee Members form was circulated with the Agenda. No declarations of interest were made.	
2	Confirmation of Minutes – 16 October 2023 Moved by Paul McDonald and seconded by Meredith Melville-Jones, the draft minutes of the meeting of the Committee held	

on 16 October 2023 were unanimously accepted.

3 **Actions from Previous Minutes**

Nil

4 **Business to be discussed**

4.1 WCC Grants for the Community Program 23/24 - Committee to provide comments, feedback and improvements for the cultural and creative Arts industries

Arts and Events Manager – Juliet Rosser, invited Committee’s inputs and thoughts on WCC Grants for the Community Program 23/24 and how they work for the Arts and Culture industries. Key issues, concerns:

Overall unclear on timelines

- Whilst there is a date for when the grant report will go to Council. It is unclear what the process is, how long from submission to receiving notification? Could a timeline be added, a flow chart for the grants process?

Grant applications time-consuming

- A balance needs to be landed between the purpose of the grants to enable activities to happen and fraud prevention e.g. overly detailed submissions. The applications are very long and detailed for the amount of money available.

Status of applications

- There were enquiries about organisations being incorporated or auspice’d, is that necessary? It costs a lot to get incorporated.

Purpose of grants

- Is it for venue hire, community well-being, or the amount of people or local people being engaged?
- Is the grant for something new beyond the current offering in the area?

Amount of money

- Applicants will apply for the upper limit of the grant \$7,500 as there is so much paperwork. If there were smaller grants with less paperwork they may be more

useful e.g. \$1,000 fast turnaround.

Submission processes

- Other organisations are receiving submissions via videos, this improves accessibility.
- Could hold information sessions about the grants –this could be a pre-requisite to applications.
- Wording and eligibility criteria unclear about projects one can afford to do or not do.

Performing Arts Subsidy

- Visible in Council reports, but needs to be visible in grants streams and how to apply. The Committee also discussed consideration, in the form of suitably advanced warning/grandfathering changes, needing to be given to any long-term recipients of Performing Arts Subsidies ahead of any changes to their process and availability.

4.2 Discussion about forming small sub-committees and researching and presenting in future meetings their findings on areas of interest which may support Council in their overall objectives

The Chair invited suggestions regarding forming sub-committees to work together to provide advice to Council. The Committee decided to form a sub-committee exploring grants and will provide information back to the Committee at the next meeting.

The Committee will report their points of discussion from these sub-committees in the next meeting

The Committee also noted that they know the sole purpose of this Advisory Committee is to give advice. They understand that their recommendations may or may not be incorporated into future grants programs.

5 Other Business

Nil

6 Next Meeting

Date: Monday 08 April, 2024 on Teams (4:00pm)

Suggested Agenda Items:

- Updates on Grants

7 Meeting Conclusion

The meeting concluded at 5:30 pm.
