

Agenda

Date: Tuesday 2 August 2022	Time: 5.30pm – 7.00pm	Venue: City Hall Chamber
Meeting Objective: To provide advice and guidance on the development of strategies, and identification of challenges and opportunities, in relation to cultural planning, arts and cultural opportunities, community pride and local identity, and community involvement which encourages a sense of belonging within the LGA		

Invited:

Cr Nuatali Nelmes (Lord Mayor) Cr Carol Duncan (Chairperson) Cr Margaret Wood (Deputy Chairperson) Cr Jenny Barrie Jeremy Bath (CEO) Lynn Duffy (Committee Facilitator) Julie Baird (Museum Director and Acting Manager Libraries and Learning) Adrian Burnett (New Annual Producer & Curator) Lee-Anne McDougall – Newcastle Pride Hellen Richards – Newcastle Pride Katerina Skoumbas (Big Picture Fest)	Dr Ann Hardy (University of Newcastle) Stakeholder Matt Endacott (Wren Street Consulting) Stakeholder Dr Shane Brandson, Community Member Anna Hombsch, Community Member Janice Musumeci, Community Member Jasmine Fletcher, Community Member Laretta Morton OAM (Director Newcastle Art Gallery) Helen Payne (Committee Secretary) Zephie Cerny (Octapod) Lisa Colley (City of Sydney Cultural Strategist) Patrick Arnold, Consultant, MRA Consulting Group Holly Vale, Newcastle Art Gallery Head of Commercial and Operations Miriam Kelly – Newcastle Art Gallery Head of Curatorial and Exhibitions
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Topic	Responsibility
1 Welcome 1.1 Apologies 1.2 Introductions 1.2 Declaration of Conflicts of Interest	Chairperson 5 mins
2 Acknowledgement of Country - I would like to begin by acknowledging the Awabakal and Worimi people, traditional custodians of the land on which we meet today and pay my respects to their elders past and present	Chairperson 5 mins
3 Endorse Minutes of 5 April 2022 (Attachment A)	All 10 mins
4 Adopt Committee Terms of Reference (Attachment B)	Chairperson 5 mins
5 City of Sydney Cultural Strategist	Lisa Colley 15 mins
6 Newcastle Pride involvement	Lee-Anne McDougall Hellen Richards 15 mins
7 New Annual Launch 1 August	Adrian Burnett 10 mins
8 Our Sustainable Waste Strategy	Patrick Arnold 15 mins
9 Next meeting Monday 31 October 2022	Chairperson 5 mins

Unconfirmed Meeting Minutes

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1 Welcome and Introductions

1.1 Committee Members present:

Cr Carol Duncan	– Chairperson
Cr Margaret Wood	– Deputy Chairperson
Cr Jenny Barrie	– Councillor
Dr Ann Hardy	– University of Newcastle, Stakeholder Member
Matt Endacott	– Wren Street Consulting, Stakeholder Member
Dr Shane Brandson	– Community Member
Alissa Jones	– Committee Facilitator
Helen Payne	– Committee Secretary

1.2 Apologies

Cr Nuatali Nelmes	– Lord Mayor
Lauretta Morton OAM	– Director Newcastle Art Gallery
Lynn Duffy	– Manager Parks & Recreation
Janice Musumeci	– Community Member
Anna Hombsch-	– Community Member
Jasmine Fletcher-	– Community Member

1.3 Attendees

Dr Lynda Kelly	– Lynda Kelly Networks
Zephie Cerny	– Octapod
Julie Baird	– Director Museum (via Zoom from London)
David Hampton	– Acting Director Museum (Content)
Suzie Gately	– Manager Libraries and Learning
Delia O'Hara	– Manager Civic Theatre
Glenn Mahood	– Manager Property & Facilities
Ashlee Abbott	– Manager Community Strategy & Innovation (via Zoom)
Katerina Skoumas	– Festival Director, Big Picture Fest
Mitchell Reese	- Curious Legends

2 Acknowledgement of Country

- 2.1 Councillor Duncan acknowledged the Awabakal and Worimi peoples and welcomed attendees to the meeting.

3 Declaration of Conflicts of Interest

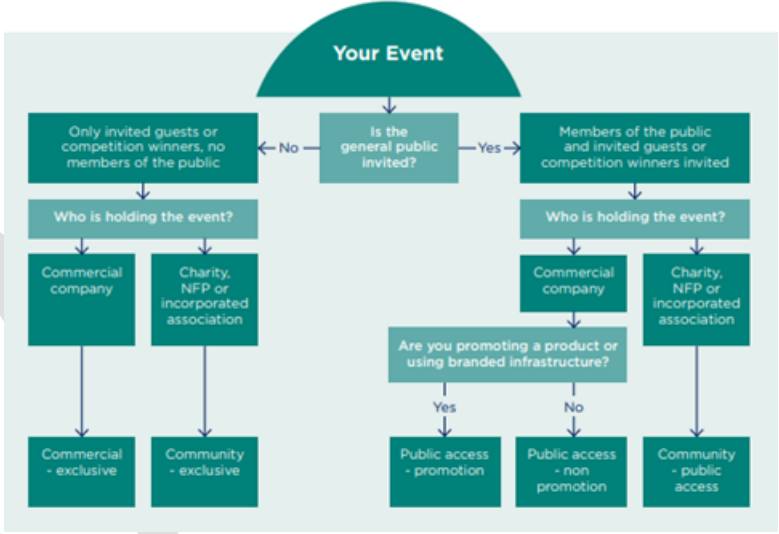
- 3.1 There were no conflicts of interest declared.

Community and Culture Advisory Committee

4 Confirmation of Previous Minutes and Actions arising

4.1 Minutes of the meeting held 17 February 2022 were confirmed.

4.2 Action updates

Meeting Date	Item	Action	Update	Status
7 July 20	Cultural Strategy 2016-2019	Seek further advice on programs and objectives and seek more advice to be ascertained for input.	A significant review of objectives and discussions have occurred with Community Strategy and Innovation (CSI) on incorporating the elements on the Cultural Strategy.	Action Ongoing. The Draft Cultural Precinct Plan has been presented to the CCAC several times for consultation and stakeholder feedback. The Draft Plan will be presented to the Council in 2022.
1 Nov 21	City of Sydney Events	Investigate Event Flowchart. Details attached. Action closed.	 <pre> graph TD Root[Your Event] --> Q1{Is the general public invited?} Q1 -- No --> B1[Only invited guests or competition winners, no members of the public] Q1 -- Yes --> B2[Members of the public and invited guests or competition winners invited] B1 --> Q2{Who is holding the event?} B2 --> Q3{Who is holding the event?} Q2 --> C1[Commercial company] Q2 --> C2[Charity, NFP or incorporated association] C1 --> E1[Commercial - exclusive] C2 --> E2[Community - exclusive] Q3 --> Q4{Are you promoting a product or using branded infrastructure?} Q3 --> C3[Commercial company] Q3 --> C4[Charity, NFP or incorporated association] Q4 -- Yes --> E3[Public access - promotion] Q4 -- No --> E4[Public access - non promotion] C4 --> E5[Community - public access] </pre>	
1 Nov 21	Gregson Park Masterplan	Investigate Cycleways complimentary to the Park	<p>The Newcastle Cycling Plan has Actions that require investigation and planning for more cycle ways which can complement Gregson Park.</p> <p>Objective 2 of the Cycling Plan says that CN will "Establish a bike network that provides safe, convenient connections between our centres, key attractors and homes. And underpinning this are Actions 2.1 and 2.2 which further define how this will be delivered and planned.</p> <p><i>Actions 2.1 Upgrade, expand and connect cycling facilities (in accordance with the Safe System approach).</i></p> <p><i>Actions 2.2 Undertake feasibility studies to determine route alignments for key gaps in the network and sections requiring significant upgrade</i></p>	Action Closed. Further updates will come from the Newcastle Cycling Plan within CN's Our Budget and CSP Objectives.

5 April	Meeting with Mitchell Reese and Dr Shane Brandson	Meeting to be scheduled with Manager CSI		
5 April 2022	Meeting with DCWS and CCAC Councillor members to meet community members.	Meeting to be scheduled for 26 April		

5 Newcastle Museum Visitation Strategy

- 5.1 Dr Lynda Kelly provided an overview on the operating environment for Museums and Galleries with key facts and figure comparisons for audiences noted. Newcastle Museum Director Julie Baird was also acknowledged for her work with the skateboarding community in Museum Park.

6 Libraries & Learning Update

- 6.1 Suzie Gately provided an overview on the new Integrated Library Management System and the Lambton Library and OPEN+ Technology recently installed. Lambton Library OPEN+ enables library members to access the library space and collections from 7am to 9pm seven days per week even when their visit it outside of staffed hours. Onsite CCTV also maintains the safety of patrons during accessible hours. Library staff members will be on site Mondays, Tuesdays and Fridays between 2pm and 4pm.

7 External Presenters

7.1 The Big Picture Fest 2022 - Katerina Skoumbas

An overview was provided for [the Big Picture Fest 2022](#). The Festival is set in five locations across three states coming to Newcastle for its second year over 30 September to 2 October (October long weekend being the final weekend of New Annual). Street art has an ability to make spaces feel safer and brings pride to the city revitalisation and cultural spaces. The Big Picture Fest for 2022 will involve eight new walls added to the City as well as QR codes linked to each mural and Augmented Reality (AR). Focus will also be given to aligning the works to [pin-the-city's-art](#) website for a digital display.

7.2 Grant Funding

Mitchell Reese (Curious Legends) and Dr Shane Brandson (Oz Theatrics) discussed challenges that exist within the cultural space for organisations, individuals or groups to apply for grant funding. Often there are many talented individuals or groups that cannot execute their ideas into grant applications and submissions due to process and submission challenges. Discussion centred on how Mitchell Reese and Dr Shane Brandson can work with CN officers to improve education and awareness of CN Grants, offer a workshop and educate on other available grants to assist other arts and cultural organisations in seeking grant funding and working collaboratively.

Action - Manager Community Strategy and Innovation Ashlee Abbott offered to meet with Mitchell Reese and Dr Shane Brandson to discuss progressing this

8 Community Members Expression of Interest (EOI)

- 8.1 A meeting was held 4 April with Councillors, Director City Wide Services and Executive Assistant to Director City Wide Services to discuss and assess Community EOI applications. Anna Hombsch, Dr Shane Brandson, Janice Musumeci and Jasmine Fletcher were successful in their applications as community members and Dr Ann Hardy and Matt Endacott were confirmed as Stakeholder members. It was also confirmed that Zephie Cerny from Octopod would be an invited guest to all meetings given her ongoing and valuable contributions both with Octopod and as an active meeting participant.

Action: Meeting is to be scheduled with the four new community members on 26 April

9 Operating Procedures for Working Parties (attached)

- 9.1 Cultural Precinct – Working Party - Terms of Reference, proposed membership and focus of working party to be discussed after meeting with community members on 26 April.
- 9.2 Cultural Events – As above same to apply.

10 Meeting Schedule for 2022

- 2 August
- 31 October

The meeting closed at 7.30pm

DRAFT

COMMUNITY AND CULTURE ADVISORY COMMITTEE

TERMS OF REFERENCE



GOVERNING BODY / APPROVED BY Council
FUNCTIONAL ALIGNMENT City-Wide Services

SHORT DESCRIPTION

To provide advice and guidance on the development of strategies, and identification of challenges and opportunities, in relation to cultural planning, arts and cultural opportunities, community pride and local identity, and community involvement which encourages a sense of belonging within the LGA.

COMMUNITY STRATEGIC PLAN ALIGNMENT

Creative Newcastle

Our city is vibrant, inclusive and creative. Newcastle is a destination known for its culture, heritage, entertainment and innovative ideas.

We are excited about the city's opportunities in the areas of jobs, education and the economy.

Multiculturalism, Aboriginal culture, diverse communities and the arts are celebrated. Locals and visitors gather for events and cultural experiences and to feel part of the community.

Newcastle is driven by city-shaping partnerships that enhance our opportunities and attract people to live, play and invest in our city.

The following priorities have been identified as key to achieving a Creative Newcastle:

- Vibrant and creative city;
- Opportunities in jobs, learning and innovation;
- Celebrating culture; and
- City-shaping partnerships.

PURPOSE

1. To provide advice on development of strategies to ensure Council has appropriate community and cultural programs that promote social inclusion, social justice and sustainability;
2. To provide advice on cultural planning for integrated community services and oversee the implementation of Council's social strategies and related management plans and operations;
3. To provide advice and guidance on policies that support the progress and development of arts, culture and learning to make the LGA a culturally rich and vibrant community; and
4. To provide advice on the development of programs and strategic partnerships that foster a strong sense of local identity, distinctiveness, belong, and community spirit.

**COMMUNITY AND CULTURE ADVISORY COMMITTEE
TERMS OF REFERENCE**



MEETING SCHEDULE

Introductory meeting on 17 February 2022 and other meetings scheduled for first Tuesday of April, August and November 2022 commencing at 5.30pm.

MEMBERSHIP

1. Up to three Councillors;
2. Representatives from Stakeholder Organisations, determined by the Committee (Chairperson with the assistance Facilitator); and
3. Up to three Community Representatives.

CHAIRPERSON

One Councillor appointed by Council from among the Councillor members.

DEPUTY CHAIRPERSON

One Councillor appointed by Council from among the Councillor members.

MEMBERS

Chairperson – Cr Carol Duncan
Deputy Chairperson – Cr Margaret Wood
Councillor Member - Cr Jenny Barrie
Councillor Member – Lord Mayor, Cr Nuatali Nelmes
Dr Ann Hardy, University of Newcastle – Stakeholder member
Matt Endacott, Wren St Consulting – Stakeholder member
Dr Shane Brandson, Community member
Janice Musumeci, Community member
Jasmine Fletcher, Community member
Anna Hombsch, Community member