



ARTS AND CULTURE ADVISORY COMMITTEE

REPORT

THURSDAY 4 OCTOBER 2018 AT 9.08AM

CIVIC THEATRE

Advisory Committee Members >>

Councillor Colleen Doyle
Councillor Verena Coombe
Councillor Russ Cook

Committee Chair
Townsville City Council
Townsville City Council

Gavin Findlay
Terri Brabon
Dr Barbara Cheshire
Hillary Coyne
Carol Dall'Osto

Australian Festival of Chamber Music (AFCM)
Theatre iNQ
Visual arts educator and practising artist
Dancenorth
Musician (Professional accompanist), Australian Concerto and Vocal Competition (ACVC)
Full Throttle Theatre Company
Practising artist and Art Gallery owner
Barrier Reef Orchestra, NQ Opera and Music Theatre
La Luna Youth Arts
Townsville Eisteddfod Inc
Practising Visual Arts
Townsville Choral Society
Townsville Creative Technologies College
Umbrella Studio

Madonna Davies
Dr Sylvia Ditchburn
Judy Hunter
Hilary Martin
Jeffrey Nielsen
Dr Anneke Silver
Rod Wilson
Bjarne Ohlin
Kellie Williams

Non-member ACAC support role:

Julie McTaggart

Meeting Facilitator, Community Development Officer, Future Cities Office, Townsville City Council

Donna Jackson

Principal Inclusive Communities, Future Cities Office, Townsville City Council

Katie Boyd

Coordinator Performing Arts, Community Engagement & Cultural Facilities, Townsville City Council

Judith Jensen

Team Manager Arts, Townsville City Council

Dr Jonathan McBurnie

Creative Director Galleries, Townsville City Council

ACKNOWLEDGEMENT OF COUNTRY

The Townsville City Council would like to acknowledge the Bindal and Gurambilbarra Wulgurukaba peoples as Traditional Owners of the land on which our Council operates. We pay respect to Elders past, present and future and value the traditions, culture and aspirations of the first Australians of this land. We acknowledge and hold in great significance the valuable contribution that Traditional Owners have made and continue to make within the Townsville Community.

Goals and Objectives of Townsville City Council >>

Corporate Plan >>

Goal 1 - A Prosperous City

Deliver a strong and innovative economy for Townsville with sustainable growth and support for local jobs and businesses.

Objectives that identify our strategic intent:

- 1.1 Support local businesses, major industries, local innovation and employment growth.
- 1.2 Promote our economic and geographic strengths and market Townsville as a vibrant destination for commerce, education, research, tourism, entertainment and lifestyle.
- 1.3 Plan, support, provide and advocate for infrastructure and investment that supports innovation, residential and economic growth.
- 1.4 Maximize opportunities for economic growth by building and maintaining effective partnerships.

Goal 2 - A City for People

Enhance people's experience of Townsville as a liveable and vibrant city by providing services that support the growth of an inclusive, knowledgeable, active, safe and healthy community.

Objectives that identify our strategic intent:

- 2.1 Provide services and local infrastructure that meet community expectations, support growth and provide for the needs of our community.
- 2.2 Improve the liveability of Townsville and encourage active and healthy lifestyles by providing accessible public facilities and community infrastructure.
- 2.3 Improve the vibrancy of Townsville by supporting the community's access to, and participation in, a range of artistic, cultural and entertainment activities.
- 2.4 Enhance community knowledge of and access to council services to improve community wellbeing, health and safety.

Goal 3 - A Clean and Green City

Create a sustainable future for Townsville through the protection, maintenance and enhancement of our unique, natural and built environment.

Objectives that identify our strategic intent:

- 3.1 Plan, design and deliver sustainable development and support this by actively managing the natural environment and increasing green infrastructure, at both a city, suburb and place level.
- 3.2 Develop and implement long term solutions for the management of water and waste that are socially, financially and environmentally sound.

Goal 4 - A Simpler, Faster, Better Council

Transform the Townsville City Council into a simpler, faster and better council that is easy to work with, and for, and gains community trust by being transparent and managing its resources.

Objectives that identify our strategic intent:

- 4.1 Provide customer-focused services that meet the expectations of our community in a dynamic and adaptive manner.
- 4.2 Ensure that council's plans, services, decisions and priorities reflect the needs and expectations of the community.
- 4.3 Be a valued and committed employer who provides a productive, inclusive and respectful environment for staff and the community.
- 4.4 Improve financial sustainability and provide value and accountability to the community for the expenditure of public funds.
- 4.5 Ensure that public funds are expended efficiently and that council expenditure represents value for money whilst supporting the local economy.

Arts and Culture Advisory Committee

Purpose of the Arts and Culture Advisory Committee

The Arts and Culture Advisory Committee (ACAC) purpose is to be a peak body of community representatives to provide information and advice about current and emerging arts and culture related matters to Townsville City Council for the purpose of decision-making and planning.

The Committee will conduct much of the investigative and detailed work leading to the provision of advice that will inform the development of a recommendation to council to enable an informed decision to be made.

The Arts and Culture Advisory Committee has been established in accordance with section 264 of the *Local Government Regulation 2012* ("the Regulation").

ACAC Member interaction with media:

Media (TV or newspaper agencies) may be in attendance at meetings and may wish to speak with committee members. It is important to be aware that as a member of the ACAC you are representing and speaking on behalf of your organisation. We would advise that you seek confirmation as to your organisation's media policies, and inform the Meeting Facilitator if you have any issues / concerns.

5.8.6 Audio or video recording of a meeting – as per Townsville City Council, Code of Meeting Practice

Only authorised persons may make an audio or video recording of a meeting in accordance with Section 35 of Local Law No. 1 (Administration) 2011.

A person is authorised to make an audio or video recording of the meeting if the Chairperson consents to the recording being made. A record of the Chairperson's consent made in the minutes of the meeting (or the report of a committee meeting) is "written consent" for the purposes of Section 35 of Local Law No. 1 (Administration) 2011.

REPORT ARTS AND CULTURE ADVISORY COMMITTEE

DATE THURSDAY 4 OCTOBER 2018

ITEMS 1 to 5

PRESENT

Councillor Colleen Doyle	Committee Chair
Councillor Russ Cook	Townsville City Council
Councillor Verena Coombe	Townsville City Council
Bjarne Ohlin	Townsville Creative Technologies College
Terri Brabon	Theatre iNQ
Dr Anneke Silver	Practising Visual Arts
Dr Barbara Cheshire	Visual arts educator and practising artist
Carol Dall'Osto	Musician (Professional accompanist), Australian Concerto and Vocal Competition (ACVC)
Gavin Findlay	Australian Festival of Chamber Music (AFCM)
Jeffrey Nielsen	Townsville Eisteddfod Inc
Alan Marlowe	Umbrella Studio Contemporary Arts & Professional Arts North Queensland (Proxy for Kellie Williams)
Margaret Darveniza	Team Manager Community Engagement, Townsville City Council
Julie McTaggart	Meeting Facilitator, Community Development Officer, Future Cities Office, Townsville City Council
Katie Boyd	Coordinator Performing Arts, Community Engagement and Cultural Facilities, Townsville City Council
Judith Jensen	Team Manager Arts, Townsville City Council
Donna Jackson	Principal Inclusive Communities, Future Cities Office, Townsville City Council

GUESTS

Jocelyn McKinnon	Director, Create Townsville
Mark Smith	Townsville Community Music Centre
Tony Fitzsimmons	Practising Visual Arts

APOLOGIES

Hillary Coyne	Dancenorth
Hilary Martin	La Luna Youth Arts
Judy Hunter	Barrier Reef Orchestra, NQ Opera and Music Theatre
Dr Sylvia Ditchburn	Practising artist and Art Gallery owner
Dr Jonathan McBurnie	Creative Director Galleries, Townsville City Council
Kellie Williams	Umbrella Studio Contemporary Arts & PANQ
Rod Wilson	Townsville Choral Society
Madonna Davies	Full Throttle Theatre Company
Sonia Warrell	Townsville Choral Society
Rosalind Sailor	Big Eye Theatre

Opening of meeting

The Chair, Councillor C Doyle opened the meeting at 9.08am.

Acknowledgement to Country

The ACAC (Arts and Culture Advisory Committee) Meeting Facilitator provided the Acknowledgement to Country.

Apologies and leave of absence

Apologies were noted.

Welcome to guests

The ACAC Meeting Facilitator and the Chair, Councillor C Doyle welcomed the guests to the meeting.

Membership update

The ACAC Meeting Facilitator advised of the following proposed committee membership changes:

Membership representative change - Gavin Findlay to replace Justin Ankus for the Australian Festival of Chamber Music.

Membership representative change - Sonia Warrell to replace Rod Wilson for the Townsville Choral Society.

Membership organisation change - Townsville Community Music Centre new membership, represented by Mark Smith. The ACAC notes Jeffrey Nielsen's continuing role within the ACAC membership representing the Townsville Eisteddfod Inc).

ACTION:

It was MOVED by Terri Brabon, SECONDED by Dr Anneke Silver that:

"Gavin Findlay (Australian Festival of Chamber Music), Mark Smith (Townsville Community Music Centre) and Sonia Warrell (Townsville Choral Society) be accepted as the incoming Arts and Culture Advisory Committee members from these organisations."

Committee Recommendation for Council consideration: Council endorses membership application from Townsville Community Music Centre, represented by Mark Smith.

Confirmation of minutes

The Committee confirmed the minutes of the previous meeting held on 9 August 2018.

Agenda item

Item 1. Presentation - Create Townsville

Jocelyn McKinnon, the Director of Create Townsville, provided an overview of her personal and professional background.

Jocelyn provided a verbal presentation on why Create Townsville was formed and the purpose of it. Essentially it's to create arts and to keep the arts dollar here (in Townsville).

Jocelyn sought feedback / suggestions / advice from the Committee.

The Committee provided feedback and suggestions. The Chair, Councillor C Doyle congratulated Jocelyn on Create Townsville.

Jocelyn McKinnon vacated the meeting.

Business arising from the minutes

Action Register – Update on outstanding items (ACAC Meeting Facilitator)

See Attachment 1 – ACAC Agenda Submission and Meeting Action Register.

The ACAC Meeting Facilitator provided an update on the ACAC Agenda Items and the Action Register.

General correspondence

The ACAC Meeting Facilitator advised that residents from the Aboriginal and Torres Strait Islander arts community are proposing a festival for 2020. The ACAC Meeting Facilitator will forward an email on the proposed festival to the Committee members.

Agenda Items

Item 2. Presentation/Briefing - Arts Strategy 2018-2021

The Team Manager Arts provided a presentation on the Arts Strategy 2018-2021 which included the following information:

- Purpose:
To provide strategic direction for Townsville City Council in the Arts for the next three years based upon thorough community engagement.
- Strategic links:
 - outline of Corporate Plan goals
 - Arts and Culture Advisory Committee Action Plan
This Plan has a broader scope than the Arts Strategy.
- Next steps
- Outline of process - Phases 1 to 5

The Team Manager Arts highlighted that engagement on the Arts Strategy will occur with ACAC as key stakeholders .

Item 3. Overview of Australian Concerto and Vocal Competition - 20-24 July 2018

Carol Dall'Osto provided an overview of the Australian Concerto and Vocal Competition held at the Civic Theatre on 20-24 July 2018 (brochures were tabled at the meeting). Carol advised that there are plans in place for next year's event and encouraged the Committee members to spread the word on this event.

Item 4. Action Plan - Actions in Focus

- **Overall Update - Action Plan**

The ACAC Meeting Facilitator provided an overall update on the Action Plan which included the following information:

- total deliverables = 31
- ignite stage = 9
- active stage = 10
- completed = 2
- not commenced = 10

A working group meeting was held on 20 September 2018.

- **1.1 Recognition of achievements and involvement of the Arts Community (ACAC - Collaborate)**

- **1.1.1 Design a recognition strategy**

- The Team Manager Arts provided an update on this action. Please advise the Team Manager Arts if you wish to join the working group for this action.

- **2.1.2 Create an Arts Events Planning Calendar**

- Alan Marlowe provided an update on the progress of this action. Alan tabled copies of a draft calendar for 2019.

- Terri Brabon requested the Committee members to email through any further events/dates for the calendar.

- The Committee discussed this action.

The Team Manager Arts and Councillor V Coombe vacated the meeting during discussion on the following item.

- **1.2 Register of Local Artists**

- (Council - Lead Agency) (ACAC - Collaborate)

- **1.2.1 Produce register/directory/database of local artists.**

- Gavin Findlay gave feedback from the discussion at the Action Plan Working Group on 20 September. As the Community Information Centre (CIC) already have a register of local artists, it was suggested that this Committee could offer support and input to the CIC to expand or refocus their register of local artists.

- The Committee discussed this action including promotion of the register, the privacy of the artists and the concern of the artists in relation to being on more than one list. A meeting will be planned with the CIC.

- **3.2 Develop a register of venues suitable for arts activities**

- (Council - Lead Agency) (ACAC - Collaborate)

- **3.2.1 Compile a list of potential spaces (Council owned and non-Council owned)**

- The ACAC Meeting Facilitator sought interest from the Committee members with regards to being on the working group to discuss the register of venues.

- The Team Manager Community Engagement provided an update on this action.

Councillor R Cook vacated the meeting.

**Item 5. Initial Scoping - Three x Action Plan deliverables
Small group discussion**

Meeting moved to small group discussions.

GROUP 1 - 2.3.3 Connectivity between sports and arts

GROUP 2 - 2.3.2 Direct promotion at a grass roots level to build awareness and opportunities for all people to be involved within the Arts as audiences (passive) or as participants (active)

GROUP 3 - 2.2.2 Consider feasibility of an "Arts News" spot through various media mediums

The working groups provided feedback from their discussions.

The Team Manager Community Engagement vacated the meeting at the conclusion of the 2.3.3 feedback.

Next meeting – Thursday 6 December 2018

Agenda items due – Thursday 8 November 2018

Venue – Balcony Bar, Civic Theatre

The Chair closed the meeting at 11.47am.

**COUNCILLOR C DOYLE
CHAIR**

Attachment 1 – ACAC Agenda Submission and Meeting Action Register – Page 1 of 12

Arts and Culture Advisory Committee - Agenda Submissions and Meeting Action Register									
Item Number	Agenda Notification OR Meeting Action	Date received	Agenda Item/Action Topic Title	In less than 200 words (dot point preferred), provide a brief description of the topic you would like discussed by the Advisory Committee.	In less than 100 words (dot point preferred), outline how you would like the topic to be resolved or supported by the Advisory Committee.	Meeting date assign	Action to occur	Outcome	By Whom
1	Agenda Submission Information only (no discussion necessary)	25.11.2016	Suggested criteria for assessment of Arts Facilities	Suggested Criteria for assessment of Arts Facilities in the Expressions of Interest 1) Location (access for users and public room for growth) 2) Practicality in terms of purpose and function 3) Implications for long-range strategic planning	Recommendation to Council to enable an informed decision to be made	07.02.2017	Tabled as information only as part of this register of agenda submission and actions ACAC meeting 07.02.2017	COMPLETED - No Further Action	Meeting Facilitator Julie McTaggart
2	Agenda Submission For Discussion/Decision	06.12.2016	Perc Tucker and Pinnacles Galleries Governance			07.02.2017	Discussed at 07.02.2017 meeting link to Agenda item received 02.02.2017 - Creative Director Position. Progress on this matter by Council to this date has resulted in decision to establish Creative Director Position. At 06/04/17 & 06/06/17 Meetings - Updates provided by AG General Manager Community Resources - Jeff Jimmieson. Creative Director Position included in restructure of Council to commence in July 2017. Recruitment and selection will then take place. At 03/08/17 Meeting Director Planning and Community Engagement informed that Position was to be advertised that week. At 03/10/17 Meeting Director informed that the final selection is to be completed within a couple of weeks.	Council Operational Matter. This item to be kept as a standing agenda item and information update from Operational Managers and Cr Doyle (Chairperson) to occur as available at future meetings. Update provided by Jeff Jimmieson AGM Community Resources at 06/06/17 Meeting. Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 Meeting and 03/10/17 Meeting. ACAC Members informed by email 10/11/17 of new creative Director Galleries - Lee-Ann Joy, Stephen Beckett General Manager Community Engagement and Cultural Services gave update on new positions and recruitment at ACAC Meeting 07.12.17. COMPLETED	Meeting Facilitator Julie McTaggart & ACAC Chair - Cr Doyle
3	Agenda Submission For Discussion/Decision	06.12.2016	Pleeson from the Arts Action Group			07.02.2017	As Above	this item to be kept as a standing agenda item and information update from Cr Doyle (Chairperson) and Operational Staff to occur at Future Meetings. AS ABOVE. COMPLETED	Meeting Facilitator Julie McTaggart
4	Agenda Submission For Discussion/Decision	15.12.2016	Delay in Council Funding Decisions	Those who applied in the September Funding round received on 15th December the following notifications: Council is undertaking a further review of grant applications received through this funding round. As part of this review process, you may be requested to provide additional information to council officers on your grant application. This review will mean that you will be notified of the outcome of your grant application outside of the advertised assessment duration of up to 10 weeks. We appreciate your patience waiting for an outcome to your grant application. We will advise you of the outcome when a funding decision has been made on your application by a meeting of Ordinary Council.	Concerns (a) if grants have been properly submitted they should be judged on the information provided. Queries/clarification should fall within the 10 week period. (b) Many grants are predicated on co-funding. Applicants with pending grants from other agencies who would have listed "mid Dec" outcome for this grant may well be disadvantaged. (c) the earliest that these could now be dealt with is the Council meeting at end January, so applicants' event planning delayed into February. Therefore, (a) why has this happened (b) and what steps are being taken to ensure that this is a one-off event.	07.02.2017	Council Community Grants Officer Arthra Schultz spoke at ACAC Meeting 07.02.17 about delay in approval of some of the recent grant applications. Council officers present also spoke at meeting - refer Meeting Minutes 7 February 2017.	COMPLETED	Meeting Facilitator - Julie McTaggart Community Grants Officer - Arthra Schultz

5	Agenda Submission For Discussion/Decision	13.01.2017	Regional Arts Development Fund (RADF)- Community Capacity Building Workshops	As mentioned in the last Orientation meeting, RADF has funds available to provide workshops/education to Townsville's artistic community. Some suggestions are: Creating connections - How to establish partnerships, key success factors and potential pitfalls of partnerships, getting the most out of mentorships and coaching. - Project development - Tips for developing project plans and budgets in line with funding requirements. - Grant writing workshops - How to determine the right grant for you, ensuring your project is 'grant ready', using the right language for successful grants, information gathering and report writing, how to acquire your funds. - Marketing projects and Community engagement - tips and tricks to market your project and engage your target audience.	Seeking input from the industry leaders on the types of subjects and information that should be provided.	07.02.2017	Discussed at ACAC Meeting 07.02.17 Working group formed to progress workshop planning - 5 ACAC Members expressed interest - refer Meeting Minutes 07.02.17. Working group meeting held 21/04/17. RADF Committee Member also included. Working Group reported back plans and progress at ACAC Meeting 06.06.17. ACAC and RADF Committee Members and Council staff collaborated to deliver further workshops on 5 & 9 September.	Planning and Implementation of RADF Capacity Building Workshop - "Articulating your Idea" on 26 June 2017. Presenters: Kyle Page - Artistic Director Dancenorth and Dr Jonathan McBurnie - Director Umbrella Studio. Further working group meeting to occur July to plan and implement second workshop in August 2017. RADF funding to Council for 16/17 can be utilised until September when Funding Agreement with Arts QLD expires. A further workshop "RADF Grant Writing Workshop" was delivered at 2 alternative times on 5 & 9 September. Application by TCC for further funding in 17/18 included provision of further capacity building workshops. COMPLETED	Meeting Facilitator - Julie McTaggart and ACAC Members in Working Group
6	Agenda Submission - Information only (no discussion necessary)	20.01.2017	Townsville's dance community	Presentation and Question and Answer by Directors of Ann Roberts School of Dance on their current operations, current and future use of performing arts infrastructure.	Information for Councillors and Committee on the nature and extent of the dance community.	07.02.2017	Invited to ACAC Meeting 07.02.17 - Presentation by Jane Pirani and Andre Reynaud, Ann Roberts School of Dance.	COMPLETED	Meeting Facilitator - Julie McTaggart
7	Agenda Submission - Information only (no discussion necessary)	31.01.2017	Pop Up North Queensland	Umbrella Studios has been successful in an application for Catalyst funding for a pop up festival, and is looking to get this happening ASAP.	Giving ACAC this news and inviting their thoughts will allow each different organisation to consider if this could be an event that could benefit them, and how they might contribute to it.	07.02.2017	At ACAC Meeting 07.02.17 Dr Jonathan McBurnie, ACAC Member provided an overview of the Pop Up North QLD Festival coming up.	COMPLETED	Dr Jonathan McBurnie ACAC Member
8	Agenda Submission For Discussion/Decision	02.02.2017	Creative Director Position	I would like to table some questions around the new position of Creative Director 1. What is the Salary? Will it attract applicants of "Director" calibre? 2. Will there be a curator to replace Eric? 3. What is the job description? 4. Who will be on the interviewing panel for applicants? 5. What will be the hierarchical relationship between the "team leader" and the "creative director"?	To be involved at every step.	07.02.2017	Discussed at 07.02.17 Meeting - link to Agenda Items received 06.12.16 - Creative Director Position. Progress on this matter by Council to this date has resulted in decision to establish Creative Director Position. At 06/04/17 & 06/06/17 Meetings -Updates provided by AI/General Manager Community Resources - Jeff Jimmieson. Creative Director position included in restructure of Council to commence in July 2017. Recruitment and selection will then take place. At 03/08/17 Meeting - Director Planning and Community Engagement informed that Position was to be advertised that week. At 03/10/17 Meeting Director informed that the final selection is to be completed within a couple of weeks.	Council Operational Matter. This item to be kept as a standing agenda item and information/update from Operational Managers and Cr Doyle (Chairperson) to occur as available at future meetings. Update provided by Jeff Jimmieson AI/GM Community Resources at 06/06/17 Meeting. Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 Meeting and 03/10/17 Meeting. ACAC Members informed by email 10/11/17 of new Creative Director Galleries - Lee-Ann Joy Stephen Beckett General Manager Community Engagement and Cultural Services gave update on new positions and recruitment at ACAC Meeting 07.12.17 COMPLETED	Meeting Facilitator - Julie McTaggart

9	Agenda Submission -For Discussion/Decision	Nov-16	NQ Arts Awards	<p>The NQ Arts Awards were developed by Townsville City Council to celebrate the achievements of all the arts across North Qld. which included Hinchinbrook Shire, Charters Towers Regional Council, Palm Island Aboriginal Shire Council and Burdekin Shire Council. The intention of the awards was to have them hosted by a different council each event which was every two years.</p> <p>Work was completed earlier in 2016 to try and engage other councils to host the awards. Charters Towers expressed interest but due to budget cuts at the beginning of the financial year both Charters Towers and Townsville City Council found they were not in a position to support the awards due to be held in 2017.</p>	<p>Seeking committee's views on how the Arts awards should proceed:</p> <ul style="list-style-type: none"> • The same process – all art forms celebrated in one event. • Look to hold individual events (i.e. visual, performing and literature). • Each region manages their own event. • Different model. • No awards ceremony. 	07.02.2017	<p>Tabled at ACAC Meeting 07.02.17 Not enough time to discuss at 07.02.17 or 06.04.17 Meetings. Discussion to progress as action included in ACAC Action Plan being drafted by Working Group. Action Planning discussion began with ACAC members present at 06.06.17 Meeting. Working Group met 15.06.17.</p> <p>Included as Action in ACAC Action Plan</p>	<p>Included as action in ACAC Action Plan being drafted by Working Group. First draft provided to ACAC meeting 03/08/17 and 2nd draft to meeting 03/10/17. Further draft provided and workshop conducted at ACAC meeting 07/12/17.</p> <p>Further draft provided at 01/02/18 meeting. Support to finalise action plan and begin projects on actions. Special meeting/ workshop held 16/03/18. Decision on whether Arts Awards will continue and if so, how they proceed. Close of this item by next bi-monthly meeting.</p> <p>Discussion at 05/04/18 Meeting suggesting that a Recognition Celebration might be planned. Meeting Facilitator to send out Expression of Interest to members to be on Working group with Council leading. On agenda for June Meeting for working group to form and do initial scoping of action. Update at 7 June 2018 Meeting This is an Action under ACAC Action Plan. Action 1.1.1 Recognition Strategy. Working Group to be formed and meeting to be called. Update at ACAC Meeting 09.08.18 Deferred currently – Waiting on advice from Arts Team in Council how this fits with development of Arts Strategy. ACAC Meeting 04.10.18 Judith Jensen Team Manager Arts – Visual and Performing gave briefing on development of Arts Strategy . Judith will lead Action Plan Working Group (Action 1.1.1) Meeting called. COMPLETED</p>	Meeting Facilitator - Julie McTaggart
10	Agenda Submission -For Discussion/Decision	13.03.2017	December Grant round	<p>Can ACAC be advised if applicants have yet received the outcomes of the Grant round that was due to be decided last December and has now been postponed to the end of March? Has this delay had an effect on the cancellation of any applicants' programmes?</p>	<p>That ACAC ensure that Council staff and Councillors fully comprehend the outcomes of such delays. It is the public funding (Local and State especially) that will underpin pitches for corporate sponsorship – as the public funding supplies a "seal of approval/ quality" to a corporate making such decisions. Further it will have shot the timelines for many activities to ribbons, I suspect. Urge Council to look to streamline this process as briefly discussed at the last meeting.</p>	06.04.2017	<p>(Link to Agenda Item No 4 – completed) Discussed at 06.04.17 meeting – Refer Minutes of meeting. All applicants have received outcome of Grants round. No complaints received about delays.</p>	<p>Agenda Item – COMPLETED.</p> <p>Community Grants Program and Processes are under review. Information will be provided when it becomes available.</p>	Meeting Facilitator - Julie McTaggart & ACAC Chair - Cr Doyle
11	Agenda Submission -For Discussion/Decision	20.03.2017	Creative Director Perc Tucker Gallery	<p>I'd like to: 1/have an update on the job description of this position 2/ have an indication of which people will be on the selection panel 3/what sort of salary range is offered I'd like to see the pros and cons of these items discussed by the committee</p>	<p>It is up to the ACAC to discuss and suggest and for TCC to take note of what the ACAC has to say about it.</p>	06.04.2017	<p>Link to previous Agenda items No 2 and 8. At 06/04/17 & 06/06/17 Meetings – Updates provided by AIGeneral Manager Community Resources – Jeff Jimmieson. Creative Director position included in restructure of Council to commence in July 2017. Recruitment and selection will then take place. At 03/08/17 Meeting – Director Planning and Community Engagement informed that Position was to be advertised that week. At 03/10/17 Meeting Director informed that the final selection is to be completed within a couple of weeks.</p>	<p>Council Operational Matter. This item to be kept as a standing agenda item and information/update from Operational Managers and Cr Doyle (Chairperson) to occur as available at future meetings.</p> <p>Update provided by Jeff Jimmieson AIGM Community Resources at 06/06/17 Meeting. Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 Meeting and 03/10/17 Meeting.</p> <p>ACAC Members informed by email 10/11/17 of new Creative Director Galleries – Lee-Ann Joy Stephen Beckett General Manager Community Engagement and Cultural Services gave update on new positions and recruitment at ACAC Meeting 07.12.17</p> <p>COMPLETED</p>	AIGM Community Resources - Jeff Jimmieson

12	Agenda Submission - For Discussion/Decision	20.03.2017	Public Art Murals	In discussion on public art murals I'd like the committee to look at this web site and discuss. (ACAC Member - Dr Anneke Silver). http://www.pri.org/stories/2016-08-31/muralist-painting-weeds-represent-margins-society	Discussion	06.04.2017	Public Art Mural video shown and discussion at 6 April Meeting.	Public Art Mural video shown and discussion at 6 April Meeting. Link with presentation from TCC - Galleries staff Sarah Monts and Erwin Cruz on Street Art. COMPLETED	ACAC Chair - Cr Doyle & Meeting Facilitator - Julie McTaggart
13	Agenda Submission - For Discussion/Decision	03.04.2017	New Housing Developments - Planning for Community Facilities	The items below are from the State Development Office Business Breakfast which was held in early March. Requesting that someone from Planning at Council or someone from LendLease (Elliot Springs Project) may talk to us on: • How they plan for community facilities • What they see as a neighbourhood centre • How designers within LendLease (or any similar major company) source their information/do their research on what any specific area might need (for instance would one centre have a sprung wooden floor to allow for dance and exercise classes?) • How might they source public art Obviously our focus would be on fulfilling the cultural needs of a community.	Invitation to speakers from Planning in Council or someone from Lendlease (new Elliot Springs Development) to attend next ACAC Meeting for information and discussion.	06.06.2017	Chairperson deferred agenda item to ACAC Meeting 3 October 2017 as June and August meetings have priority agenda.	Simon Walker, Regional Development Manager, Communities, Lendlease presented at ACAC Meeting 3 October 2017 COMPLETED	ACAC Chair - Cr Doyle & Meeting Facilitator - Julie McTaggart
14	Agenda Submission - For Discussion/Decision	02.05.17	Further restructuring at Gallery Services	Gallery Services is on the verge of utter breakdown. A skeleton crew is holding a massive program on their shoulders, and no moves have been made to replace those that have departed or made redundant.	Some action, any action, needs to be taken by TCC.	06.06.2017	Links to Agenda Items 2,8 & 11. Operational matter - referred to Operational Managers when received. Related to Council restructure - AIGM Community Resources gave update at 06/06/17 meeting - refer to minutes. Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 and 03/10/17 Meeting - refer to Minutes.	Council Operational Matter. This item to be kept as a standing agenda item and information/update from Operational Managers and Cr Doyle (Chairperson) to occur as available at future meetings. Update provided by Jeff Jimmieson AIGM Community Resources at 06/06/17 Meeting. Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 Meeting and 03/10/17 Meeting. ACAC Members informed by email 10/11/17 of new Creative Director Galleries - Lee-Ann Joy Stephen Beckett General Manager Community Engagement and Cultural Services gave update on new positions and recruitment at ACAC Meeting 07.12.17 COMPLETED	Meeting Facilitator - Julie McTaggart & ACAC Chair - Cr Doyle
15	Agenda Submission - For Information and Discussion	04.05.17	Townsville City Bus Hub project	Information for Committee on this project and discussion about link with Arts groups and businesses in city and opportunities for Arts Community.	Invite Simon Ormes, Senior Project Manager - Major Projects, Engineering Services, TCC to present on "Townsville City Bus Hub" project to next ACAC Meeting 6 June 2017.	06.06.2017	Simon Ormes presented to ACAC Meeting 6 June 2017 - Refer to Minutes of Meeting.	COMPLETED Design Consultant to be invited to ACAC October Meeting so ACAC can provide further feedback.	Meeting Facilitator - Julie McTaggart

16	Agenda Submission - For Information and Discussion	03.05.17	Update on Perc Tucker Gallery's lack of staff	<ul style="list-style-type: none"> Please supply an update on current staffing for Perc Tucker Galleries - please indicate if there are any further redundancies, or redeployments (either in transition or not yet taken effect) - who is still at the Gallery and in what role Please explain how the balance of this year's program and especially Strand Ephemera is being staffed and who and how are the programs for 2018-2020 being advanced Please advise what steps are being taken to fill the "promised" Creative Director position and especially the time frame and the intended process 	To wholeheartedly support a resolution of ACAC that with the national and international reputation of Perc Tucker Gallery about to fall in tatters, that all councillors be called on to restaff PTRG properly and by the end of this year at the latest or declare what they intend to with the Gallery as an alternative.	06.06.2017	<p>Links to Agenda Items 2, 8, 11 & 14 - Governance and staffing Perc Tucker Gallery. Operational matter - referred to Operational Managers when received.</p> <p>Related to Council restructure - A/IGM Community Resources gave update at 06/06/17 meeting - refer to minutes.</p> <p>Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 and 03/10/17 Meeting - refer to Minutes.</p>	<p>Council Operational Matter. This item is included in a standing agenda item and information/update from Operational Managers and Cr Doyle (Chairperson) to occur as available at future meetings.</p> <p>Update provided by Jeff Jimmieson A/IGM Community Resources at 06/06/17 Meeting. Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 Meeting and 03/10/17 Meeting. ACAC Members informed by email 10/11/17 of new Creative Director Galleries - Lee-Ann Joy Stephen Beckett General Manager Community Engagement and Cultural Services gave update on new positions and recruitment at ACAC Meeting 07.12.17</p> <p>COMPLETED</p>	Meeting Facilitator - Julie McTaggart
17	Agenda Submission - For Information and Discussion	15.05.17 (via email)	Update of Performing Arts Facilities following various meetings with TCC & others	*Attachment provided - one page Agenda Item submitted. (Please see below)	To be included in update discussion at next ACAC Meeting on Performing Arts Facilities/ Feasibility Study - Concert and Recital Hall. ACAC Member Jeff Nielsen to provide feedback and include feedback from Carol Dall'Osto.	06.06.2017	<p>Include in agenda of ACAC Meeting 6 June 2017. ACAC Members Carol Dall'Osto and Jeff Nielsen unavailable. Defer to meeting 3 August 2017.</p> <p>Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 Meeting on Pure Projects Report and Feasibility Study into Concert Hall by Jennifer Bott - refer to</p>	<p>Defer Agenda Item to ACAC Meeting 3 August 2017</p> <p>Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 Meeting on Pure Projects Report and Feasibility Study into Concert Hall by Jennifer Bott which has been released - refer to Minutes.</p> <p>COMPLETED</p>	Chair - Cr Doyle and A/IGM Community Resources
18	Agenda Submission - For Information and Discussion	12.07.17 (via email)	Request for Information on Creative Director Position	The item I would like to put is as follows: 1/ Information about the position of Creative Director at the Perc Tucker Regional Gallery. 2/ When will there be action on the implementation of the position? 3/ What is the job description? 4/ Who is on the interviewing panel?	Request for information/update	03.08.17	<p>Links to Agenda Items 2, 8, 11, 14 & 16- Governance and staffing Perc Tucker Gallery. Operational matter - referred to Operational Managers when received. At 03/08/17 Meeting - Director Planning and Community Engagement informed that Position was to be advertised that week. - refer to Minutes. At 03/10/17 Meeting Director informed that the final selection is to be completed within a couple of weeks.</p>	<p>Council Operational Matter. This item to be kept as a standing agenda item and information/update from Operational Managers and Cr Doyle (Chairperson) to occur as available at future meetings.</p> <p>Update provided by Jeff Jimmieson A/IGM Community Resources at 06/06/17 Meeting. Update provided by Eber Butron Director Planning and Community Engagement at 03/08/17 Meeting and 03/10/17 Meeting.</p> <p>ACAC Members informed by email 10/11/17 of new Creative Director Galleries - Lee-Ann Joy Stephen Beckett General Manager Community Engagement and Cultural Services gave update on new positions and recruitment at ACAC Meeting 07.12.17</p> <p>COMPLETED</p>	Meeting Facilitator - Julie McTaggart & ACAC Chair - Cr Doyle
19	Meeting Action	03.10.17 ACAC Meeting	Lendlease Social Impact Assessment Report	Simon Walker, Regional Development Manager, Communities, Lendlease presented at ACAC Meeting 3 October 2017. He was to provide Elliot Springs Social Impact Assessment Report by Lendlease and other information.	Distribution to ACAC Members	Follow up to 03.10.17. Prior to 07.12.17 meeting	<p>ACAC Meeting Facilitator to distribute the information provided by Lendlease to ACAC Members prior to Working Group Meetings and next ACAC Meeting 07.12.17</p>	COMPLETED	Meeting Facilitator - Julie McTaggart

20	Meeting Action	03.10.17 ACAC Meeting	New Housing Developments - Planning for Community Facilities.	Meeting Action: That a workshop be arranged for ACAC committee representatives and other key community stakeholders to provide feedback to Lendlease in planning the community centre to be built at their Elliot Springs development.	Working group Meeting with Lendlease re opportunity to provide feedback/advice. Plan workshop with Lendlease.	07.12.17 Report progress	Working group Meeting and workshop with Lendlease to be planned.	COMPLETED	Meeting Facilitator - Julie McTaggart & ACAC Chair - Cr Doyle
21	Meeting Action	03.10.17 ACAC Meeting	Townsville City Bus Hub project	Simon Ormes to provide a copy of the Wayfinding Strategy developed by Planning Department in Council for the Waterfront Promenade Project.	ACAC Meeting Facilitator to distribute the Wayfinding Strategy to ACAC committee.	Follow up to 03.10.17. Prior to 07.12.17 meeting	ACAC Meeting Facilitator to distribute the Wayfinding Strategy to ACAC committee.	COMPLETED Email with information sent to members 8/11/17	Meeting Facilitator - Julie McTaggart
22	Meeting Action	03/10/17 ACAC Meeting	Townsville City Bus Hub Project	That contact details for Simon Ormes be provided to Sylvia Ditchburn (ACAC Member) to allow discussions to occur regarding her mural that is to be undertaken in the city near the City Bus Hub site.	ACAC Meeting Facilitator to provide contact details.	Follow up to 03.10.17	ACAC Meeting Facilitator to provide contact details.	COMPLETED Contact details provided by email 08.11.17	Meeting Facilitator - Julie McTaggart
23	Meeting Action	03/10/17 ACAC Meeting	Draft ACAC Action Plan	The Draft ACAC Action Plan be distributed to the Committee members prior to the next meeting.	ACAC Meeting Facilitator to distribute Draft Action Plan	Prior to 07.12.17 Meeting	ACAC Meeting Facilitator to distribute the latest version of Draft ACAC Action Plan to ACAC Members	COMPLETED	Meeting Facilitator - Julie McTaggart
24	Meeting Action	03/10/17 ACAC Meeting	Guest presenter at next meeting 07.12.17	That General Manager Community Engagement, Stephen Beckett be invited to attend the next ACAC Committee Meeting on 07/12/17	ACAC Meeting Facilitator to invite GM Community Engagement to next meeting.	07.12.17	ACAC Meeting Facilitator to invite GM Community Engagement to next meeting.	COMPLETED 23.11.17 General Manager Confirmed he would attend 7 December Meeting	Meeting Facilitator - Julie McTaggart
25	Agenda Submission - For Discussion/Decision	09.11.17	Update on Cultural staffing for TCC	Could the Committee receive a briefing on changes in train or proposed for staff for Perc Tucker and Pinnacles Galleries / Civic Theatre and Riverway Arts Centre / Community Arts Officers / any other position(s) what directly or indirectly affect the cultural life of the City that are administered by TCC?	For information so that this may inform our thinking and advice to Council.	07.12.17	Links to Agenda Items 2, 8, 11, 14 & 16 & 18 - Governance and staffing Perc Tucker Gallery. Operational matter - referred to Operational Managers when received.	Council Operational Matter. This item to be kept as a standing agenda item and information/update from Operational Managers and Cr Doyle (Chairperson) to occur as available at future meetings. ACAC Members informed by email 10/11/17 of new Creative Director Galleries - Lee-Ann Joy Stephen Beckett General Manager Community Engagement and Cultural Services gave update on new positions and recruitment at ACAC Meeting 07.12.17 COMPLETED	Meeting Facilitator - Julie McTaggart & ACAC Chair - Cr Doyle
26	Agenda Submission - For Discussion/Decision	09.11.17	TCC Cultural marketing	Could the MOST SENIOR person responsible for TCC's cultural activity marketing be invited to the December meeting to share their plans for improved marketing for 2018?	While the topic of arts/cultural marketing has been devolved to a smaller working group and PANQ I feel that it is very important of the whole ACAC to understand what role TCC sees that it has in the marking of events in its facilities / supported by TCC / not supported by TCC / in order that we all understand TCC's position in	07.12.17	ACAC Meeting Facilitator to invite GM Community Engagement to respond to this agenda item at 7 December 2018 meeting.	COMPLETED General Manager, Community Engagement & Cultural Facilities attended December ACAC Meeting	Meeting Facilitator - Julie McTaggart

27	Meeting Action	07.12.2017	Subject matter advise for community facilities infrastructure	COMMITTEE RECOMMENDATION FOR COUNCIL CONSIDERATION: 1. Committee recommends that Council continues to encourage Lend Lease Elliot Springs development to consider broad community use in their design of community facilities to achieve a multi-purpose use outcome and maximise community usage (ie building design that incorporates higher ceilings, spring floors, user storage facilities etc). 2. Committee recommends that Council continues to encourage Lend Lease Elliot Springs development to consult with local Arts Community subject matter experts in their community facilities design. 3. The Arts and Cultural Advisory Committee wishes to identify interest in, and offers to be, a key community engagement point for Lend Lease and future similar development opportunities to increase community benefit and return on community facility infrastructure.	To be a key community engagement point for community facility infrastructure planning	07.12.17	Recommendation to be taken to next Community & Cultural Development Committee (standing committee) February 2018 Included in ACAC Action Plan 2018 –2020 (Action 3.1.2)	Following 05/04/18 Meeting – Meeting Facilitator will contact Lendlease to check progress of the Sprout Hub facilities at Elliot Springs. Lendlease to be invited to do an update at June Meeting. Dean Patterson or Simon Walker from Lendlease were invited to give an update on the Elliot Springs Sprout Hub at ACAC 7 June Meeting Apologies have been received however they provided a presentation update which was delivered by Meeting Facilitator. Elliot Springs Sprout Hub completed. Lendlease remains in contact with Council re Elliot Springs development. Included in ACAC Action Plan 2018 –2020 (Action 3.1.2) ACAC as engagement point – consultation on community facilities. COMPLETED as Meeting action.	Meeting Facilitator
28	Meeting Action	07.12.2017	Team Manager Arts Visual & Performing	General Manager Community Engagement & Cultural Facilities committed to circulate Team Manager Arts Visual & Performing position description to the Arts & Culture Advisory Committee once the position is advertised.	To support distribution throughout the Arts Community.	07.12.17	Position description to be distributed once available	COMPLETED 12.12.17	General Manager Community Engagement & Cultural Facilities
29	Meeting Action	07.12.17	TCC organizational structure/key contacts	Committee requested copy of TCC organisational chart or key contact list relevant to their area of interest to assist with understanding roles, responsibilities and new Officers.	Support knowledge and key contacts.	07.12.17	To be distributed by email.	Organisational Chart is being updated. Meeting Facilitator will email out to ACAC Members when it is confirmed and available. N/A at 05.04.18, or 07.06.18, or 09.08.18, or 04.10.18 Meetings	Meeting Facilitator
30	Meeting Action	07.12.17	Civic Theatre operations information during refurbishment period	Committee requested update regarding close of the Civic Theatre to understand what services will be continuing at the site during the renovation period.	Support knowledge within the community	07.12.17	Mark Wrobel to be invited to ACAC 1 February 2018 Meeting	Mark Wrobel A/Team Manager Arts, Visual and Performing provided update on Refurbishment of Civic Theatre at ACAC Meeting 1 February 2018 COMPLETED	Meeting Facilitator
31	Meeting Action	07.12.17	2018 ACAC meeting schedule	Endorsed by committee for 2018 meetings to continue on 1st Thursday of the relevant meeting month (bi monthly) commencing February 2018	Confirm meetings for 2018. Confirmed meetings to be sent as calendar invites.	07.12.17	1. Confirm dates in table. 2. Send as part of ACAC December meeting minutes. 3. Create calendar invites.	ACAC members have received confirmed 2018 ACAC Meeting Dates in calendar invitations COMPLETED	Meeting Facilitator
32	Meeting Action	07.12.17	2018 meeting commencement time	Committee Member sought consideration for meeting commencement time in 2018 to be changed to 9am.	Chair and Meeting Facilitator will consider this request in planning for 2018.	07.12.17	Confirmation will be provided in meeting notice for February 2018	COMPLETED – Team Manager Public Affairs (TCC) provided updates at the February 2018 meeting	Meeting Facilitator
33	Agenda Submission – For Discussion/Decision	18.01.18	Review of “What’s On” and Review of Townsville City Council Public Website	Councillor requested that Committee be updated on the Review of “What’s On” Public Events Calendar and Townsville City Council Public Website	Invitation to relevant Council Officer/ Manager to provide update to ACAC	01.02.18	Invitation to relevant Council Officer/ Manager to provide update to ACAC	COMPLETED – Team Manager Public Affairs (TCC) provided updates at the February 2018 meeting	Meeting Facilitator
34	Agenda Submission – For Discussion/Decision	18.01.18	Refurbishment of Civic Theatre	Councillor requested that Committee be updated on Refurbishment of Civic Theatre allowing time for discussion	Invitation to relevant Council Officer/ Manager to provide update to ACAC	01.02.18	Invitation to relevant Council Officer/ Manager to provide update to ACAC	COMPLETED – A/Team Manager Arts, Visual and Performing provided update at the February 2018 meeting	Meeting Facilitator

35	Agenda Submission - For Discussion/Decision	18.01.18	Annual Arts Festival	Councillor requested ACAC to begin discussion about support of an Annual Arts Festival from 2019 in Townsville	Initiate discussion of planning of Annual Arts Festival 2019 to follow Arts Fest 2018 - Commonwealth games	Future meeting - 05.04.18	On agenda for next ACAC Meeting	<p>Progress - Cr Coombe discussed item at the February 2018 Meeting.</p> <p>Action - Cr Coombe to convene smaller working group meeting to continue discussion.</p> <p>Progress - Annual Arts and Science festival was further discussed at Special Meeting on ACAC Action Plan on 16.3.18</p> <p>Discussed briefly at ACAC 05/04/18 Meeting. Discussion supporting 2019 being the target year for the next Festival after Festival 2018.</p> <p>Meeting Facilitator to discuss with Operational Manager Community Engagement as Council will lead. Link Cr Coombe and ACAC with operations.</p> <p>Cr Coombe met with Special Events Team. They will take lead.</p> <p>Team Manager Arts presented update at June 2018 Meeting.</p> <p>09.08.18 Update - This Action under Action Plan - Collaborate with Council as lead.</p> <p>Waiting on advice from Special Events Team. Manager Special Events Team invited to provide update at December meeting.</p>	<p>Meeting facilitator</p> <p>Cr Coombe</p>
36	Meeting Action	01.02.18	Team Manager Public Affairs (TCC) contact details.	Request by committee to receive contact details	Forward Team Manager Public Affairs (TCC) to ACAC members.	N/A		To be emailed to ACAC Members before meeting April 2018 COMPLETED	Meeting facilitator
37	Meeting Action	01.02.18	Festival 2018 webpage link	Festival 2018 webpage link to be forwarded to ACAC members.		N/A		COMPLETED	Meeting facilitator
38	Meeting Action	01.02.18	Civic Theatre refurbishment	RECOMMENDATION FOR COUNCILS CONSIDERATION - The Committee recommends that the Townsville community be given first priority to receive any discarded items identified from the refurbishment.	To be presented through Community & Cultural Development Standing Committee (CCDC) process	N/A	Note on CCDC Agenda	Recommendation for consideration put up through Council. Endorsed by Council. March 2018. 01.05.18 EDI application for old seating from Civic Theatre emailed out from Coordinator Performing Arts to ACAC members for their interest and to distribute to their networks. COMPLETED	Meeting facilitator
39	Meeting Action	01.02.18	Civic Theatre refurbishment	RECOMMENDATION FOR COUNCILS CONSIDERATION - The Committee recommends installation of fans within the foyer areas of the Civic Theatre building to further improve patron experiences by address hot uncomfortable conditions within these existing fronts of house spaces	To be presented through Community & Cultural Development Standing Committee (CCDC) process	N/A	Note on CCDC Agenda	Recommendation for consideration put up through Council. Endorsed by Council. March 2018. Meeting Facilitator to update Coordinator Performing Arts and Team Manager Arts. Feedback to ACAC Meeting 9 August 2018	Meeting facilitator
40	Meeting Action	01.02.18	Civic Theatre refurbishment	RECOMMENDATION FOR COUNCILS CONSIDERATION - The Committee recommends professional photography of the City's premier theatre building (Civic Theatre) be captured and used to create promotional story pieces to promote new User Experiences and provide a historical reflection record of the Civic Theatre	To be presented through Community & Cultural Development Standing Committee (CCDC) process	N/A	Note on CCDC Agenda	Feedback from Council Meeting through Chair Cr Doyle at 5 April 2018 Meeting. Operational Managers report that photography of refurbishment is occurring. COMPLETED	Meeting facilitator

41	Meeting Action	01.02.18	Festival 2018	COMMITTEE ACTION - The Committee agreed to support the promotion of Festival 2018 to the broader community by way of sharing social media posts as they occur and spreading the word and excitement of this Festival.	Committee to receive promotional material as developed.	N/A		Links for Festival 2018 media material provided to ACAC Members. COMPLETED	Meeting facilitator / Special Projects Manager - 2018 Commonwealth Games / Team Manager Public Affairs
42	Meeting Action	01.02.18	ACAC Action Plan	ACAC Action Plan 1.4 Annual Arts and Science Festival	COMMITTEE ACTION - Bjarne Ohlin (Townsville Creative Technologies College) to present previous concepts of place activation associated with an Arts Festival to the Committee at the April 2018 meeting. COMMITTEE ACTION - Cr Coombe to convene working group discussion regarding the Annual Arts Festival, and present outcomes of the working group back to the Committee at the April 2018 meeting.	April 2018 meeting On agenda for June Meeting for update Update at 9 August Meeting	Return discussion outcomes to full ACAC committee	Progress - Annual Arts and Science festival was further discussed at Special Meeting on ACAC Action Plan on 16.3.18 Discussion around 2020 being the target year for the next Festival after Festival 2018. On agenda for ACAC April 2018 Meeting Discussed briefly at ACAC 05/04/18 Meeting. Discussion supporting 2019 being the target year for the next Festival after Festival 2018. Meeting Facilitator to discuss with Operational Manager Community Engagement as Council will lead. Link Cr Coombe and ACAC with operations. Report back to 7 June 2018 Meeting. On agenda for June Meeting for update. Special Events Team will take lead. 09.08.18 Update - This Action under Action Plan - Collaborate with Council as lead. Waiting on advice from Special Events. Manager Special Events Team invited to provide update at December meeting.	Bjarne Ohlin Cr Coombe
43	Meeting Action	01.02.18	ACAC Action Plan	Finalisation of Action Plan and member allocation	COMMITTEE ACTION - Members of the committee to review and provide feedback to the ACAC Meeting Facilitator as to contents of the action table; identify deliverables of interest to your organisation; and/or identify deliverables which your organisation is able to lead. COMMITTEE ENDORSEMENT - Members of the committee supported requested to hold a special meeting on 1st March 2018 to specifically discussed and allocate ACAC Action Plan deliverable actions to ACAC members.	Special meeting to be held 1.3.2018	Organise and invite ACAC members	Special Meeting on ACAC Action Plan held on 16.3.18 (Postponed due to rain event) Aim to finalise - endorsement by ACAC at 5 April 2018 meeting Motion passed at ACAC Meeting 5 April endorsing draft ACAC Action Plan 2018 -2020. Meeting Facilitator to prepare report to Community and Cultural Development Standing Committee and Council for endorsement. Submitted with Report (Minutes) of ACAC 5 April 2018 Meeting for Endorsement at CCD Committee 13 June 2018. ACAC Action Plan endorsed by Community and Cultural Development Committee and Full Council at June 2018 Meetings. Discussions occurring with operational managers in Council re priorities and operational considerations and timelines. 09.08.18 These discussions will continue as part of delivery of ACAC Action Plan Closed as Agenda and Meeting action. COMPLETED	Meeting Facilitator

44	Agenda Submission -For Discussion/Decision	Date confirmed -Monday 26.03.2018	Presentation from Arts Queensland	Invitation to Arts Qld to present on updated State framework and priorities for arts and update on Arts Qld funding opportunities. (Invitation has been standing for some time in 2017)	Rebecca Atkinson Executive Director, Policy and Programs accepted invitation to attend ACAC 5 April meeting and will be in Townsville on 5 & 6 April. Council Managers also will meet with her. She will attend Festival 2018 events.	05.04.18	On agenda for April Meeting. Link with Managers for opportunities for further discussion. Confirm with Chair Cr Doyle.	Rebecca Atkinson presenting at ACAC Meeting 5 April 2018. COMPLETED - Presented at April 2018 meeting	Meeting Facilitator Julie McTaggart
45	Agenda Submission -For Discussion/Decision	Friday 23.03.2018	Regional Arts Development Funding - Council application to Arts Qld	Verity Bennett, Coordinator Community Programs with Council wishes to speak with ACAC Members about application to Arts Qld for RADF funding in 2018/19 and about Capacity building Workshops to be offered as part of submission.	Verity Bennett invited to ACAC 5 April meeting.	05.04.18	On agenda for April Meeting. Confirm with Chair Cr Doyle.	Verity Bennett, Coordinator presenting at ACAC Meeting 5 April 2018. COMPLETED - Presented at April 2018	Meeting Facilitator Julie McTaggart
46	Meeting Action	05.04.2018	ACAC as engagement point to support Council in Review of What's On webpage and Council's public website	Councillor Doyle will reconnect with Public Affairs in Council to get an update on the progress of the review of What's On and the Council website, and the availability of ACAC to act as an advisory group and some members to be on the working group. (ACAC Action Plan 2.2.1)	Cr Doyle to follow up with Public Affairs in Council	07.06.18	On agenda for June Meeting for update. Confirm with Chair Cr Doyle.	Update at 7 June Meeting - did not occur. Move to 9 August Meeting. Move to 4 October Meeting Move to 6 December 2018 Meeting	Chair Cr Doyle
47	Meeting Action (Link to Item 9)	05.04.2018	Recognition Celebration Night Working Group	Meeting Facilitator to send out expression of interest for a recognition celebration night working group. (ACAC Action Plan 1.1.1)	Meeting Facilitator to send out EOI and add to 7 June 2018 Meeting agenda	07.06.18	On agenda for June Meeting for working group to form and do initial scoping of action.	Update at 7 June Meeting. Time did not allow at June Meeting. This is an Action under ACAC Action Plan. Action 1.1.1 Recognition Strategy. Working Group to be formed and meeting to be called. Update at ACAC Meeting 09.08.18 Deferred currently - Waiting on advice from Arts Team in Council how this fits with development of Arts Strategy. A Working Group led by Arts Team Manager with ACAC Members has been formed around ACAC Action Plan 1.1 Design a Recognition Strategy. Meetings have been held. COMPLETED	Meeting Facilitator Julie McTaggart
48	Meeting Action (Link to Item 35)	05.04.2018	Planning for Arts and Science Festival in 2019	Meeting Facilitator will follow up with operational manager in Council about this project and link with Cr Coombe and ACAC members who have shown interest to be on a planning committee.	Meeting Facilitator will follow up with operational manager in Council	07.06.18	On agenda for June Meeting for update.	Team Manager Arts presented update at June 2018 Meeting. 09.08.18 Update - This Action under Action Plan - Collaborate with Council as lead. Waiting on advice from Special Events Team. Manager Special Events Team invited to provide update at 6 December 2018 meeting.	Meeting Facilitator Julie McTaggart
49	Agenda Submission -For Discussion/Decision	29.04.18	Invite Performing Arts Museum as guest speaker at future ACAC Meeting	Suggestion to invite guest speakers from the Performing Arts Museum at Jezzine Barracks to speak at a future ACAC Meeting. They are trying to broaden the community knowledge of this facility.	Meeting Facilitator checked with ACAC Chair - Cr Doyle	07.06.18	Mervyn and D'Esley Smith have been invited to ACAC 7 June 2018 meeting	Mervyn and D'Esley Smith presented on Performing Arts Museum at ACAC 7 June 2018 meeting. COMPLETED	Meeting Facilitator Julie McTaggart
50	Agenda Submission -For Discussion/Decision	21.05.2018	Proposed performing arts centre/ concert hall	Concern expressed about what is happening in regard to a performing arts venue specifically a concert hall. Longer agenda item expressing concern about many years of waiting around a solution and support for a proposal put forward by performing arts groups in Townville some time ago.	Seeking agenda item for discussion at next ACAC meeting	07.06.18	On agenda for 7 June 2018 Meeting. General Manager Future cities invited to do an update on Townsville 2020 including Concert Hall	Brett Brogan General Manager Future Cities did an update on Townsville 2020 projects and proposed Performing Arts Centre at ACAC 7 June 2018 Meeting. COMPLETED	Brett Brogan General Manager Future Cities
51	Meeting Action	07.06.18	Baby Grand Piano	That the Team Manager Arts and the Coordinator Performing Arts consider the feasibility of the proposal for the baby grand piano to be put into a sort of museum collection (possibly foyer at Civic Theatre)	Meeting Facilitator will discuss with Team Manager Arts and the Coordinator Performing Arts.	07.06.18	Team Manager Arts to follow up and respond to ACAC Members when possible.	Team Manager Arts and Coordinator Performing Arts are following up on the feasibility of suggestion and options, and will feedback to submitter. COMPLETED	Team Manager Arts

52	Meeting Action	07.06.18	Support to Performing Arts Museum	Mervyn and D'Esley Smith of Performing Arts Museum presented at 7 June 2018 meeting. Requested support from ACAC Members and Networks and from Council - e.g. digitisation of their collection.	Meeting Facilitator will discuss with the Team Manager Arts and the Team Manager Community Engagement to consider the kind of support that could be provided to the Performing Arts Museum.	07.06.18	Team Manager Arts and Team Manager Community Engagement to follow up and respond to Performing Arts Museum and update ACAC when possible.	Team Manager Arts has referred to Libraries Digitisation Officer who has met with Performing Arts Museum and is providing support. COMPLETED	Team Manager Arts & the Team Manager Community Engagement
53	Meeting Action	07.06.18	RADF Committee & assessment of applications for RADF Funding	Invite a representative of the RADF Committee to talk about their membership and their role in assessment of applications for funding through Regional Arts Development Fund.	Invite to future meeting.	09.08.18	Meeting Facilitator to invite to RADF Committee Representative to August ACAC Meeting.	09.08.18 Update Deferred - Advice from Coordinator Community Programs Awaiting RADF Funding application result. EOJ Process for selecting new RADF Committee to be started soon. 10.10.18 New RADF Committee Members announced. 23.10.18 RADF Grant Round opened. Applications close 19 november 2018.	ACAC Meeting Facilitator
54	Agenda Submission For Discussion/Decision	06.08.18	Play: "North by North West"	Background: We moved to Townsville earlier this year and have been very impressed by the range of "Live theatre" from interstate companies presented by Council as films. - Brisbane Courier Mail (4th August) advertised a play which I think would be a great presentation next year. - Details: "North by Northwest" - a "Hitchcock Comedy Suspence" presented by QPAC/ Melb Theatre Co/ Kay and Molean Productions. - Dates of play in Brisbane: 27 Nov 2018 for 2 weeks. Venue = QPAC.	Consider if "North by Northwest" is a suitable play for presentation as a film in Townsville. -If yes, arrange filming during the season in Brisbane (unless already filmed in Melbourne).	N/A	Personal Suggestion from Community Member. Meeting Facilitator to refer to Arts Team in Council to respond - Operational Response	COMPLETED - Arts Team are responding to submitter.	ACAC Meeting Facilitator
55	Agenda Submission - For Discussion/Decision	For 09.08.18	Update on RADF Workshops held in June 2018	Feedback/highlights from Regional Arts Development Fund Workshops held in June 2018	Invite presenter to next meeting.	09.08.18	Meeting Facilitator to invite Verity Bennett, Coordinator Community Programs to August 2018 ACAC Meeting.	Meeting Facilitator to invite Verity Bennett, Coordinator Community Programs to August 2018 ACAC Meeting. COMPLETED - Presented at August 2018 meeting	ACAC Meeting Facilitator
56	Agenda Submission - For Discussion/Decision	For 09.08.18	Cemetery Artwork Project	Project illustrates many community benefits - Aboriginal and Torres Strait Islander Artists, Reconciliation etc (Links to ACAC Action Plan 1.3.3)	Invite presenter to next meeting.	09.08.18	Meeting Facilitator to invite Helene James, Community Programs Officer to August 2018 ACAC Meeting.	Helene James, Community Programs Officer presenting at August 2018 ACAC Meeting. COMPLETED - Presented at August 2018 meeting	ACAC Meeting Facilitator
57	Agenda Submission - For Discussion/Decision	For 09.08.18	CBD Activation Plan	Committee to be updated on CBD Activation Plans. (Links to ACAC action Plan 3.1.1 - ACAC as key engagement point for consultation and advice to Council to support and contribute to planning)	Invite presenter to next meeting.	09.08.18	Meeting Facilitator to invite Wayde Chiesa, Senior CBD Activation Officer to August 2018 ACAC Meeting.	Wayde Chiesa, Senior CBD Activation Officer, Future Cities presenting at August 2018 ACAC Meeting. COMPLETED - Presented at August 2018 meeting	ACAC Meeting Facilitator
58	Meeting Action	09.08.18	Working Group	Working group for Action plan deliverable 1.2 Register of Local Artists	Working group to commence a meeting prior to next ACAC meeting and feedback outcomes to the whole group.	04.10.18	Meeting Facilitator to call a working group meeting	Working group to provide feedback to ACAC group at meeting in October 2018. 20.09.18 Working Group Meeting occurred and feedback provided to ACAC October Meeting. Further work to be progressed as part of ACAC Action Plan Deliverable Working Group. COMPLETED	ACAC Meeting Facilitator
59	Meeting Action	09.08.18	Register of Venues	Request for information regarding deliverable 3.2 Develop a register of venues.	Further information requested regarding a register of venues	04.10.18	1. Team Manager Community Engagement to obtain a list of Council managed venues. 2. More information on the Community Information Centre database on community events requested.	Information to be obtained and reported back at October 2018 meeting. Update provided at 4 October Meeting. Meeting with CIC planned. Update to be provided at ACAC 6 December 2018 Meeting.	1. Team Manager Community Engagement. 2. Cr C Doyle

60	Meeting Action	09.08.18	Arts Events Calendar	Discussion regarding Deliverable 2.1.2 Create an Arts Events Calendar	Includes PANQ events calendar and utilising a sharepoint link.	04.10.18	1. The Sharepoint link sent out to ACAC members. 2. ACAC Members to send their event information to PANQ through Sharepoint link. 3. Exhibition dates for Perc Tucker and Pinnacles Galleries sent to PANQ. 4. Link with Council events - Council mud map to be sought and included.	Feedback regarding this item to be provided at the October 2018 meeting. PANQ reported update to 4 October Meeting. 1,2,3 Completed. Professional Arts NQ (PANQ) is leading Action plan deliverable for Planning Calendar for 2019. Further update to be provided at 6 December 2018 meeting.	1. PANQ 2. ACAC Members 3. Jonathan McBurnie 4. ACAC Meeting Facilitator
61	Agenda Submission Information only (no discussion necessary)	05.09.18	Adapting to Coastal Change in Townsville Project	Inform committee members about the project and the community survey.	It's a 10 minute presentation from the council project team. We would like the committee to fill in the survey (hard copy or ipads will be provided) and for the committee to share information about the project and survey with their stakeholders.	Meeting date to be assigned	Chairperson has requested this agenda request be deferred to a future meeting or other arrangements made to inform ACAC Members. Meeting facilitator to discuss with Council Officer.	Project Information and link to survey distributed to ACAC Members via email on 16.10.2018. COMPLETED	ACAC Meeting Facilitator
62	Agenda Submission For Discussion/Decision	06.09.18	Arts Strategy Engagement	Brief workshop to engage with ACAC stakeholders in the Arts Strategy.	Arts Team are seeking their involvement in the arts strategy development	04.10.18	Meeting Facilitator to include as agenda item in 4 October 2018 Meeting and confirm invitation with Judith Jensen, Team Manager Arts	Team Manager Arts gave briefing on Arts Strategy to ACAC 4 October Meeting. ACAC will continue to be consulted as key stakeholders. COMPLETED	ACAC Meeting Facilitator and Judith Jensen Team Manager Arts
63	Agenda Submission For Discussion/Decision	19.09.18	Create Townsville	ACAC Chairperson would like to invite Jocelyn McKinnon from Create Townsville to do presentation at next ACAC Meeting to inform/update ACAC about the organisation and projects.	Invite presenter to next meeting.	04.10.18	Meeting Facilitator to invite Jocelyn McKinnon from Create Townsville to October 2018 ACAC Meeting.	Jocelyn McKinnon, Create Townsville invited to present at 4 October Meeting. She accepted and presentation occurred. COMPLETED	ACAC Meeting Facilitator
64	Meeting Action	04.10.18	ACAC Membership changes	Motion passed at 4 October ACAC Meeting - Gavin Findlay (Australian Festival of Chamber Music), Mark Smith (Townsville Community Music Centre) and Sonia Warrell (Townsville Choral Society) be accepted as the incoming Arts and Culture Advisory Committee members from these organisations.	To be recommended for consideration to Community and Cultural Development Committee and Full Council in Report (Minutes) of 4 October ACAC Meeting. Feedback to future ACAC Meeting.	06.12.18	Meeting Facilitator to include in Report of 4 October ACAC Meeting		ACAC Meeting Facilitator