



Shire of
Serpentine
Jarrahdale

Arts, Culture and Heritage Advisory Committee

Confirmed Minutes

Monday 9 July 2018
4.30pm

Adopted Council 23 July 2018
OCM8.1/07/18

Contact Us

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In Person

Shire of Serpentine Jarrahdale
6 Paterson Street, Mundijong WA 6123
Open Monday to Friday 8.30am-5pm (closed public holidays)



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Minutes of the Arts, Culture & Heritage Advisory Committee Meeting held in the Council Chambers, Civic Centre, 6 Paterson Street, Mundijong on Monday 9 July 2018.

The Chairperson, Councillor Rich declared the meeting open at 4.30pm and welcomed Councillors, Committee Members and staff.

Minutes

1. Attendances and apologies (including leave of absence):

Councillors: Cr M Rich Chairperson
Cr K McConkey

Community Delegates: Ms T Jennings - arrived at 4.31pm
Ms L Brazier
Ms C Rankin – arrived 4.31pm
Ms J Skillington
Ms J Star Deputy Chairperson

Officers: Ms H Sarcich Deputy CEO / Director Community Services
Mr S Harding Director Infrastructure Services
Ms R Steinki Manager Community Development
Mrs K Bartley Manager Corporate Services
Ms A Liersch Agendas and Minutes Officer (Minute Taker)

Apologies: Ms M Harris

Observers: Mrs K Shailer, PA to Deputy CEO / Director Community Services;
Mrs L Keys, Manager Library Services

Members of the Public: Nil



2. Public question time:

2.1 Response to previous public questions taken on notice

Nil

2.2 Public questions

Nil

3. Public statement time:

Nil

4. Petitions and deputations:

Nil

5. Declaration of Councillors, Officers and Committee Members interest:

Nil

6. Receipt of minutes or reports and consideration of adoption of recommendations from Committee meetings held since the previous Council meetings:

6.1 Minutes of previous Arts, Culture and Heritage Advisory Committee Meeting:

ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE DECISION

Moved Ms Brazier, seconded Cr McConkey

That the minutes of the Arts, Culture and Heritage Advisory Committee Meeting held on 9 April 2018 be confirmed (E18/3649).

CARRIED UNANIMOUSLY 5/0

Ms Jennings and Ms Rankin arrived at 4.31pm.

ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE DECISION

Moved Ms Star, seconded Ms Brazier

That Standing Orders 9.5, 9.6, 10.7 and 10.13 be suspended at 4.33pm in order to introduce Committee Members.

CARRIED UNANIMOUSLY 7/0

ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE DECISION

Moved Cr McConkey, seconded Ms Jennings

That Standing Orders be reinstated at 4.40pm.

CARRIED UNANIMOUSLY 7/0



6.2 Reports for consideration:

ACH002/07/18 – Public Art Strategy Procurement	
Author:	Rebecca Steinki – Manager Community Development
Senior Officer:	Helen Sarcich – Deputy CEO/Director Community Services
Date of Report:	29 June 2018
Disclosure of Officers Interest:	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

Introduction

The purpose of this report is to advise of outcomes related to the procurement of specialist services to create a Public Art Strategy.

Relevant Previous Decisions of Council

Following the Arts, Culture and Heritage Advisory Committee meeting on 9 April 2018 and the recommendation provided, Council resolved on 23 April 2018 at the Ordinary Council Meeting (OCM030/04/18) to:

1. *Receive the minutes of the Arts, Culture and Heritage Advisory Committee held 9 April 2018 as per attachment OCM030.1/04/18.*
2. *Note the appointment of Chairperson and Deputy Chairperson to the Arts, Culture and Heritage Advisory Committee.*
3. *Request the Chief Executive Officer, to procure the services of a specialist to develop a Public Arts Strategy for the Shire of Serpentine Jarrahdale within the minimum Scope of Works as follows:*
 - a) *Articulate the vision for public art in the Shire of Serpentine Jarrahdale.*
 - b) *Identify the values, themes and principles relevant to each of the Shire's towns, for Public Art.*
 - c) *Identify current locations of Public Art and provide a Masterplan of locations (or recommended criteria for location selection) for future procurement of Public Art. This may include elements such as concentration, themes, visibility and interactive ability.*
 - d) *Supply a methodology for assessment when commissioning Public Art.*
 - e) *Provide Budget rationalisation - implications and assumptions.*
 - f) *Provide details on incorporating community consultation practices to Public Art initiatives.*
 - g) *Undertake relevant consultation for the development of the strategy, including consultation with the Arts, Culture and Heritage Committee, Council, and internal and external stakeholders.*
 - h) *Develop a suggested work plan and management procedure.*
 - i) *Create a Signage Style Guide that complements the Public Art Policy and Strategy.*



Background

The Shire does not currently have a policy or strategy to guide the development/selection of Public Art within the Shire of Serpentine Jarrahdale.

To date the Shire has received \$17,500 in contributions from developers for Public Art (via Local Planning Policy No. 59: Public Art Policy for Major Developments), however without the Strategy the Shire lacks guidance on how best to use these:

- For seamless integration with existing, emerging and future community culture and practice.
- To reflect the community's aspirations and identity.
- To foster models of procurement and implementation that build capacity and knowledge within the local community (particularly art).
- To enhance lifestyle, cultural and aesthetics in the local area.
- To maximise opportunities for education and cultural tourism in a planned and cohesive way.

Statutory Environment

Local Planning Policy No. 59: Public Art Policy for Major Developments.

Council Policy 3.2.4 - Purchasing.

Comment

A Request for Quotation (RFQ 09/2018) specifying the scope of works and all requirements for the contract (as recommended by the Arts, Culture and Heritage Advisory Committee), closed on the 29 June 2018. Unfortunately, the RFQ had no respondents thus an alternative approach is required.

Options and Implications

Option One (Officer Recommendation)

That the Arts, Culture and Heritage Advisory Committee recommend Council instructs the Chief Executive Officer to approach specialist arts providers directly and negotiate provision of the required services in line with Council Policy 3.2.4 - Purchasing.

Option Two

That the Arts, Culture and Heritage Advisory Committee recommend Council instructs the Chief Executive Officer to readvertise the Request for Quotation in line with Council Policy 3.2.4-Purchasing.

Conclusion

The Arts, Culture and Heritage Advisory Committee is hereby advised that no submissions were received for the development of a Public Art Strategy under the previously recommended scope of works. In order to progress the objectives of the Committee, consideration towards an alternative approach is requested.



Attachments

Nil

Alignment with our Strategic Community Plan

This item is relevant to the following objectives within the Strategic Community Plan:

Outcome 1.1	A healthy, active, connected and inclusive community.
Strategy 1.1.1	Provide well-planned and maintained public open space and community infrastructure.
Outcome 1.2	A recognised culture and heritage.
Strategy 1.2.1	Recognise local heritage.
Strategy 1.2.2	Encourage and support public art in public areas.

Financial Implications

The procurement of any/all specialist services recommended would remain within current budget allocations. For this reason, there are currently no financial implications.

It is anticipated that the procurement of these skills will be in the vicinity of \$10,000 - \$30,000 depending on the negotiated deliverables.

Risk Implications

Risk has been assessed on the basis of the Officer's Recommendation.

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Advisory Committee does not recommend progressing development of the Public Art Strategy	Possible (3)	Moderate (3)	Moderate (5-9)	Service Interruption - 4 Major - Prolonged interruption of critical core service deliverables – additional resources; performance affected	Accept Officer Recommendation



Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic	
		1	2	3	4	5	
Likelihood	Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)	
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)	
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)	

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 9 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements: Simple Majority

ACH002/07/18 ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE DECISION / Officer Recommendation

Moved Ms Rankin, seconded Cr McConkey

That the Arts, Culture and Heritage Advisory Committee recommends:

That Council:

- 1. Notes no responses were received for the Request for Quotation (RFQ 09/2018) for the production of a Public Art Strategy.**
- 2. Instructs the Chief Executive Officer to procure specialist services for the production of a Public Art Strategy.**

CARRIED UNANIMOUSLY 7/0

Please note that the Arts, Culture and Heritage Advisory Committee does not have delegated authority to make decisions. All recommendations of the Arts, Culture and Heritage Advisory Committee are presented to Council for ratification.



ACH003/07/18 – Urban Art Project	
Author:	Rebecca Steinki – Manager Community Development
Senior Officer:	Helen Sarcich – Deputy CEO/Director Community Services
Date of Report:	29 June 2018
Disclosure of Officers Interest:	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

Introduction

The purpose of this report is to request the Arts, Culture and Heritage Advisory Committee consider in-principle support towards an Urban Art project for youth, across three (3) skate parks in the Shire of Serpentine Jarrahdale.

Relevant Previous Decisions of Council

There are no previous decisions of Council relevant to this report.

Background

There are currently four (4) purpose built skate parks with free Wi-Fi in the Shire of Serpentine Jarrahdale:

- **Byford Skate Park, located in the Briggs Park precinct.**
- **Jarrahdale Skate Park, located at the Corner of Munro Street and Jarrahdale Road, Jarrahdale.**
- **Mundijong Skate Park, located at 18 Paterson St, Mundijong.**
- **Serpentine Skate Park, located at the Clem Kentish Reserve on Wellard Street, Serpentine.**

Three of these skate parks do not have art on any of the surface areas (Byford, Jarrahdale and Serpentine), whilst the remaining skate park (Mundijong) received an artistic revamp in September 2017 via the Y-Time Program (a local youth services program delivered by YMCA).

Statutory Environment

There are no statutory implications relevant to this decision.

Comment

The Shire is responsible for collaborating with relevant stakeholders to deliver a range of youth related programs and activities. In particular, a broad range of school holiday activities across all age groups needs to be planned for the Spring holiday period (22 September to 7 October 2018) and Summer holiday period (14 December 2018 to 3 February 2019). An Urban Art project over these periods may be possible.

Based on anecdotal feedback from skate park users, there is a current desire to paint the skate areas for a number of reasons including:



- **The paint can help protect the surfaces and make them less slippery;**
- **Fosters a sense of pride and ownership of the space – thus reducing the likelihood of graffiti and vandalism;**
- **Aids to develop new skills and interest in artistic disciplines across the youth cohort; and**
- **Demonstrates the broad vocational avenues that art can provide via the concept design and implementation process.**

Options and Implications

In undertaking an Urban Art project across the identified areas, there are a number of potential benefits. The consultation and design process will enable youth to provide comment and feedback on what they see as identifying and enduring features within their communities. This will be beneficial for a range of strategies and plans identified for development:

- **Sport and Recreation Plan (currently in development).**
- **Public Art Strategy (2018/19).**
- **Youth Development Strategy (2019/20).**
- **Associated implementation plans relevant to youth.**

Should the Arts, Culture and Heritage Advisory Committee provide in principle support to the project, various methods for implementation are to be further considered:

- **Consultants engaged by Shire to lead consultation and execution of agreed design;**
- **Shire to coordinate consultation sessions, consultant to design and execute based on information obtained; and**
- **Consultants engaged by Shire to design and deliver projects, with YMCA youth services to oversee individual consultation sessions and promotion.**

Depending on the approach taken, different cost implications will apply.

Conclusion

The Arts, Culture and Heritage Advisory Committee is requested to provide in-principle support to an Urban Art project for youth across three (3) of the four (4) skate park sites in the Shire of Serpentine Jarrahdale.

Should indicative support be provided by both the Arts, Culture and Heritage Advisory Committee and Council, Officers will progress relevant project delivery considerations; such as dates, costs and level of Shire involvement.

Attachments

Nil



Alignment with our Strategic Community Plan

This item is relevant to the following objectives within the Strategic Community Plan:

Outcome 1.1	A healthy, active, connected and inclusive community.
Strategy 1.1.1	Provide well planned and maintained public open space and community infrastructure.
Outcome 1.2	A recognised culture and heritage.
Strategy 1.2.1	Recognise local heritage.
Strategy 1.2.2	Encourage and support public art in public areas.

Financial Implications

The costs of undertaking the project are unknown at this time. The Arts, Culture and Heritage Advisory Committee is requested to consider in principle support, before Officers progress project delivery options and related costs.

Risk Implications

Risk has been assessed on the basis of the Officer's Recommendation.

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Committee does not support an Urban Art project in Skate Park locations	Possible (3)	Insignificant (1)	Low (1-4)	Reputation - 2 Minor - Substantiated, localised impact on key stakeholder trust or low media item	Accept Officer Recommendation



Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic	
		1	2	3	4	5	
Likelihood	Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)	
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)	
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A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 3 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements: Simple Majority

ACH003/07/18 Officer Recommendation

That the Arts, Culture and Heritage Advisory Committee recommends:

That Council provides in-principle support towards an Urban Art project, targeted for youth involvement at three (3) of the four (4) skate parks within the Shire.

ACH003/07/18 ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE DECISION / Alternate Recommendation

Moved Ms Rankin, seconded Ms Skillington

That the Arts, Culture and Heritage Advisory Committee recommends:

That Council provides in-principle support towards an Urban Art project, targeted for youth involvement at the Byford, Jarrahdale and Serpentine Skate Parks.

CARRIED UNANIMOUSLY 7/0

Reason for difference to Officers Recommendation – The Officers Recommendation was changed to include the names of the Skate Parks for the Urban Art project.

Please note that the Arts, Culture and Heritage Advisory Committee does not have delegated authority to make decisions. All recommendations of the Arts, Culture and Heritage Advisory Committee are presented to Council for ratification.



ACH004/07/18 – Opera at the Mill – Information Report	
Author:	Rebecca Steinki – Manager Community Development
Senior Officer:	Helen Sarcich – Deputy CEO/Director Community Services
Date of Report:	29 June 2018
Disclosure of Officers Interest:	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

Introduction

The purpose of this report is to provide the Arts, Culture and Heritage Advisory Committee information regarding a proposed 'Opera at the Mill' event, tentatively scheduled for March 2019 at the No.1 Jarrahdale Timber Mill, Jarrahdale.

Relevant Previous Decisions of Council

Council have previously seen the content of this report, as presented to the Economic Development Advisory Committee (EDAC) on 12 June 2018. The minutes of that meeting were received by Council on 25 June 2018.

Background

The No.1 Timber Mill is a key component of the Jarrahdale Heritage Park, which also features the Mill Managers House. Milling officially ended in 1997 and in 2005 the land and the heritage facilities were given to the National Trust for management.

The community of Jarrahdale, the National Trust and the Shire are united in the desire to see the Mill activated, recognising its unique character and the potential to host events in a naturally beautiful and historically significant environment.

The proposed event will provide a unique tourism opportunity, with Opera as the artistic genre. It is anticipated to attract both residents and non-residents to Jarrahdale and is an opportunity to highlight the unique history and heritage of the region, and could become a significant event on the Western Australian calendar of tourism events.

Community / Stakeholder Consultation

The Mill is owned by the National Trust and as such support has been sought and received from them to host the event at the Mill. Recent consultation through "Shaping SJ" revealed the continued desire of the Jarrahdale community to see the Jarrahdale Heritage Park activated and encourage tourism to the town.

Statutory Environment

There are no statutory implications relevant to this decision.



Comment

The 'Opera at the Mill' event is proposed to be held in March 2019. The event concept is to feature well-known opera singers supported by a symphony orchestra, under the stars, with the Mill as the backdrop surrounded by the beautiful trees of Jarrahdale.

The event will be ticketed with two options being available. The first option will be a VIP experience sit down black tie dinner, with full table and bar service to be held in the Mill building followed by the event. It is anticipated that 200 of these tickets would be made available for purchase.

The second option will be to purchase a seated ticket for the event only. For those who purchase a ticket for the event only, a bar will be available and other food options such as luxury picnic hampers may be offered for pre order, to be collected on the evening. It is anticipated that 1,500 of these tickets would be made available for purchase. An indicative budget for the event is currently estimated to be \$297,000, and corporate sponsorship will be sought to assist with covering these costs, along with income from ticket sales. The progression of this event from concept to reality will be dependent on securing appropriate levels of corporate sponsorship.

Options and Implications

The event has already been endorsed by Council for further development, following the recommendation of the Economic Development Advisory Committee.

However given the strong heritage, cultural and artistic elements linked to the event, it is requested that the Advisory Committee notes the information pertaining to the proposed 'Opera at the Mill' event.

Conclusion

The No.1 Timber Mill played a significant role in the timber industry in Jarrahdale and is greatly valued by the community for its unique heritage offering. The community, the National Trust and the Shire are united in their desire to see the space activated for tourism purposes, to showcase the historical and nature based offerings within Jarrahdale and the Shire. This proposed event will offer an opportunity that cannot be found currently at other facilities, as well as an entertainment offering different to many others. It is anticipated this event has the potential to be a major event on the Western Australian tourism calendar in 2019 and onwards.

Attachments

Nil

Alignment with our Strategic Community Plan

This item is relevant to the following objectives within the Strategic Community Plan:

Outcome 1.1	A healthy, active, connected and inclusive community.
Strategy 1.1.1	Provide well-planned and maintained public open space and community infrastructure.
Outcome 1.2	A recognised culture and heritage.
Strategy 1.2.1	Recognise local heritage.
Strategy 1.2.2	Encourage and support public art in public areas.



Financial Implications

An amount of \$80,000 for a symphony orchestra event is included in the 2018/2019 budget. All additional funds will be required to be raised through corporate sponsorship and ticket sales. If sufficient corporate sponsorship cannot be found the event will not progress.

Risk Implications

As this report is an information item only, there is no risk to assess

Voting Requirements: Simple Majority

**ACH004/07/18 ARTS, CULTURE & HERITAGE ADVISORY COMMITTEE DECISION /
Officer Recommendation**

Moved L Brazier, seconded Cr McConkey

**That the Arts, Culture and Heritage Advisory Committee receives the information on a
proposed 'Opera at the Mill' event.**

CARRIED UNANIMOUSLY 7/0

Please note that the Arts, Culture and Heritage Advisory Committee does not have delegated authority to make decisions. All recommendations of the Arts, Culture and Heritage Advisory Committee are presented to Council for ratification.

7. Motions of which notice has been given:

Nil

8. Urgent business:

Nil

9. Closure:

There being further business, the Chairperson declared the meeting closed at 5.08pm.

I certify that these minutes were confirmed at the
Arts, Culture and Heritage Advisory Committee Meeting held on 8 October 2018 .

.....
Chairperson – Councillor Rich

..... Date