

**PRESENT**

**Members:**

Councillor Rob Turner (Chair)  
Councillor Geoff Hawkins (Deputy Chair)  
Chris Denny (Community Representative)  
Debbie Sommers (Community Representative)  
Marie Van Gend (Community Representative)  
Skye Petho (Community Representative)  
Stacey Morgan (Community Representative)  
Willhemina Wahlin (Community Representative)  
Director Community Utilities (Jeffery Sharp)  
Glasshouse Venue Manager (Pam Milne)

**Other Attendees:**

Community Planning and Environment Director (Melissa Watkins)  
Destination and Cultural Development Manager (Jane Ellis)  
Cultural Development Officer (Georgina Perri)  
Cultural Projects Officer (Linden Duke)

---

The meeting opened at 8:03am.

---

**01 ACKNOWLEDGEMENT OF COUNTRY**

---

The Acknowledgement of Country was delivered.

---

**02 APOLOGIES**

---

**CONSENSUS:**

That an apology from Liesa Davies (Group Manager Economic and Cultural Development) be accepted.

---

---

### **03 CONFIRMATION OF MINUTES**

---

CONSENSUS:

That the Minutes of the Cultural Steering Group Meeting held on 29 September 2021 be confirmed.

---

### **04 DISCLOSURES OF INTEREST**

---

There were no disclosures of interest presented.

---

### **05 BUSINESS ARISING FROM PREVIOUS MINUTES**

---

Chairperson Councillor Robert Turner invited Jeffery Sharp (Director Strategy and Growth) to speak to the group about the proposed structure realignment and to introduce Melissa Watkins (Director Community Planning and Development). The Economic and Cultural Development Division will now sit under Director Watkins portfolio, with Director Sharp to lead the new division of Community Utilities. A presentation outlining the structure realignment to be circulated to the Group with the meeting's minutes.

Willhemina Wahlin (Community Representative) expressed her appreciation of the contributions made by Director Sharp to this committee and welcomed Director Watkins to the group.

CSG member Wendy Haynes (Community Representative) has resigned from the Group effective immediately.

CONSENSUS:

That the Business Arising Schedule be noted with the following additional information:

5. Creative Hub - Requirements and management/operational model

The Cultural Economy Project identified affordable and accessible workshop, exhibition, performance and rehearsal space as a major priority for the local creative community. A number of possible sites are being investigated. Updates to CSG as available.

9. Draft Public Art Master Plan:

Newly established PMHC Aboriginal Advisory Group (AAG) have been invited to comment and feedback on the draft Public Art Master Plan. Invite a representative from the AAG to join the CSG.

---

---

## **06 LOST AT SEA PROJECT**

---

The Cultural Development Officer provided an overview of the Lost at Sea project which has been developed in response to regular requests from the family and friends of loved ones (who have been lost at sea in our region) regarding a permanent memorial that honours their loved one, and provides a location to visit for personal reflection.

This public art project centres on creating a space for family and friends to visit, however it will also be a space that the wider community can utilise; our aim being to create a restful place where all visitors can take time for contemplation and reflection.

Selection of a suitable project site is key to the success of the project. Site considerations include - an easy to find accessible location that overlooks the ocean, allows for visitors to gather, has an element of privacy and is close to parking and amenities.

Engagement will begin shortly with families, key stakeholders and organisations. These consultations will help to inform the artists brief to be finalised by members of a Public Art Professional Reference Panel (PAPRP) for the project, which will be convened shortly.

Members of the PAPRP will assess the artist's submissions through the lens of the Public Art Policy and Guidelines, with the successful artist/designer entering into a commissioning agreement with Council, with work then to commence on the creation of the artwork.

Progress meetings with the artist, PAPRP, and other key Council staff will be ongoing throughout the life of the project, with artwork installation and the launch of the project scheduled for May 2022.

### **CONSENSUS:**

That the Cultural Steering Group note:

1. The Lost at Sea Project scope and planned community engagement and communications.
2. A project update will be provided to future meetings.

---

## **07 DRAFT PUBLIC ART MASTERPLAN PRIORITY SITES AND LOCATIONS**

---

The Cultural Development Officer provided an outline of the development of Council's Public Art Policy, Guidelines and Draft Public Art Master Plan (PAMP). The Draft PAMP has been developed to ensure the objectives of the Public Art Policy are met, whilst outlining the Vision, Cultural Themes and Drivers, Funding and Resourcing and Identification of potential sites and locations.

An initial list of priority sites and locations for future public art drawn from Council's Community Plans and Master Plans, were outlined for discussion. The group expressed their desire to see locations in the outlying towns and villages given priority in the Draft PAMP, to allow for widespread dispersal of public art and to act as a 'drawcard' for regional and interstate visitors. It is hoped by supporting and encouraging these

---

communities to tell local stories through public art, the identity and unique qualities of each place is strengthened, with future installations providing cultural, economic and social benefits. The importance of open collaboration with local communities for such projects was noted. A desire for the PAMP to align with the recently developed Tourism Brand Strategy was also expressed.

**CONSENSUS:**

That the Cultural Steering Group note:

1. The sites and locations identified by outlying towns and villages across the Local Government Area in Community Plans and Master Plans, be prioritised for inclusion in the Draft Public Art Master Plan.
2. That community engagement on the Draft Public Art Master Plan will take place in the coming months.
3. Further updates will be provided in future meetings.

---

**08 PUBLIC SPACES INTERPRETATION STRATEGY AND GUIDELINES**

The Destination and Cultural Development Manager outlined the need (internally and externally), for development of a broad, conceptual framework for an integrated network of interpretation through the Public Spaces Interpretation Strategy and Guidelines.

The strategy and guidelines will allow for a consistent and strategic approach to interpretation across the LGA. The inclusion of a robust assessment framework to evaluate applications and requests ensures placement of signs enhance the location and maintains impact, captures the stories of our place and our people, whilst ensuring innovative practices and delivery options.

**CONSENSUS:**

That the Cultural Steering Group:

1. Agree that currently there is a proliferation of signage throughout the region, and supports diverse and creative responses to interpretative signage through the development of the Public Spaces Interpretation Strategy and Guidelines.
2. Note the upcoming project community engagement, with a project update to be provided to future meetings.

---

**09 GENERAL BUSINESS**

---

**09.01 2021-2025 CULTURAL PLAN**

---

Willhemina Wahlin (Community Representative) thanked the Group for their participation in the development of the 2021-2025 Cultural Plan and evaluation strategy. Members were invited to attend an upcoming focus group with the Cultural Development Network to 'wrap-up' the co-design process. An invitation to be circulated to members shortly.

---

**09.02 OUTGOING COUNCILLORS AND THANKYOU**

---

Councillor Geoff Hawkins (Deputy Chair) expressed his thanks to the Group as this being his last meeting as an elected official. He had found the experience very fulfilling and stimulating and named his membership of the Group as a highlight during his Councillor term.

Director Jeffery Sharp acknowledged the key roles both Councillor Turner and Hawkins had in advocating for the formation of Cultural Steering Group and thanked them both for their valuable contributions.

---

The meeting closed at 9:23am.