



# Cultural Steering Group

## Business Paper

**date of meeting:** Wednesday 6 March 2019

**location:** Function Room  
Port Macquarie-Hastings Council  
17 Burrawan Street  
Port Macquarie

**time:** 8:00am

## **Cultural Steering Group**

### **CHARTER**

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#### **1.0 OBJECTIVES**

- Assist Council in the implementation and review of the Cultural Plan.
- Assist Council in monitoring the success of the Plan against established criteria.
- Engage with and provide input to Council on other Arts and Cultural matters which are relevant to the Local Government Area.
- Provide and receive two-way feedback from the community.

#### **2.0 KEY FUNCTIONS**

- The Cultural Steering Group will provide a forum in which Local Government and community leaders can discuss and debate, plan and progress local and regionally significant cultural and creative outcomes that continue the growth of our community and our places in the Port Macquarie Hastings Local Government Area.
- The Steering Group is to be an interactive group that provides a forum for developing the strategic community arts, culture and active spaces direction for the Local Government Area. The Steering Group is committed to collaboration, innovation and development of a 'whole-of-place' approach for the purpose of promoting community capacity building that will ensure the wellbeing of our community while developing a clear sense of and connection to our place.

#### **3.0 MEMBERSHIP**

##### **3.1 Voting Members**

- Councillors, Economic and Cultural Development Portfolio
- Director
- Group Manager Community Participation and Engagement
- Glasshouse Venue Manager
- Community representatives, as appointed by Council

##### **3.2 Non-Voting Members**

- Other members, including State and Federal Government representatives and specific constituent groups within various sectors may be invited to attend meetings or working groups on certain issues or to progress an agreed outcome, as approved by the Steering Group.

##### **3.3 Obligations of Members**

- Commit to working towards advancement of the cultural endeavours within the Local Government Area.
- Act honestly and in good faith.
- Act impartially at all times.
- Participate actively in the work of the Steering Group.
- Exercise the care, diligence and skill that would be expected of a reasonable person in comparable circumstances.
- Comply with this Charter document at all times.

- Facilitate and encourage community engagement with Steering Group and Council initiatives to support good cultural outcomes for our community.
- As per Section 226 (c) of the NSW Local Government Act 1993, the Mayor is the principal spokesperson for the governing body and Councillors that are members of a Steering Group are to obtain the Mayor's agreement to make media and other statements. Further, only the Mayor, or a Councillor with the Mayor's agreement and otherwise in accordance with Council policies and procedures, may release Council information through media statements or otherwise, and the release of such information must be lawful under the Council adopted Code of Conduct. Council officers that are members of Steering Groups are bound by the existing operational delegations in relation to speaking to the media.
- A Councillor as a member of a Steering Group or the Steering Group itself has no delegation or authority to make decisions on behalf of Council, nor to direct the business of Council. The only decision making power open to Councillors is through formal resolutions of Council.
- A Councillor as a member of a Steering Group or the Steering Group itself cannot direct staff and must abide by the decisions of Council and the policies of Council.
- Councillors, Council staff and members of this Steering Group must comply with the applicable provisions of Council's Code of Conduct in carrying out the functions as Council officials. It is the personal responsibility of Council officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.

### **3.4 Member Tenure**

- Steering Group members will serve for a period of two (2) years after which Council will call expressions of interest for the next two (2) year period. Existing Steering Group members will be eligible to re-apply for a position and serve additional terms. Any changes in the composition of the Steering Group require the approval of Council.

### **3.5 Appointment of Members**

- A formal Expression of Interest process will be undertaken across the Local Government Area as a way of determining the independent representatives on the Steering Group. Members of the Steering Group will be representative of cultural interests across the Local Government Area rather than a single issue. The members of the Committee, taken collectively, will have a broad range of skills and experience relevant to the cultural and community sectors in the Port Macquarie Hastings region. Applications from individuals and representatives from interest groups, and who meet the selection criteria will be encouraged. Where practicable the membership will represent the geographical spread of the Port Macquarie-Hastings Local Government Area, and a diverse range of cultural, gender and age groups.
- Council, by resolution duly passed, will appoint members to the Steering Group.

## **4.0 TIMETABLE OF MEETINGS**

- Meetings will be held monthly (or more regularly if required). Meetings will generally be held at the main administration office of Port Macquarie-Hastings Council.

## **5.0 MEETING PRACTICES**

### **5.1 Decision Making**

- Recommendations of the Steering Group shall be by majority of the members present at each Meeting and each member shall have one (1) vote.
- The Chairperson shall not have a casting vote.
- In the event of an equality of votes on any matter, the matter shall be referred directly to Council's Executive Group and then to Council.
- Recommendations from the Steering Group are to be made through the General Manager or the relevant Director, who will determine under delegation, the process for implementation.
- The Steering Group has no delegation to allocate funding on behalf of Council. The Steering Group may make recommendations to Council about how funding should be spent in relation to the above-mentioned objectives, however those funds will only be applied and expended following a formal resolution of Council.
- The Steering Group may establish working groups to support actions and activities within the strategies or to assist in the delivery of projects and events as deemed appropriate. All projects are to be aligned with Council's suite of Integrated Planning and Reporting documents.

### **5.2 Quorum**

- The quorum for the Steering Group will be half of the members plus one. A quorum must include a minimum of one (1) Councillor and one (1) Council staff member being present.

### **5.3 Chairperson and Deputy Chairperson**

- The Chairperson shall be the Councillor, Chair Economic and Cultural Development Portfolio.
- The Deputy Chair shall be the Councillor, Alternate Chair Economic and Cultural Development Portfolio .
- At all Meetings of the Steering Group, the Chairperson shall occupy the Chair and preside. In the absence of the Chairperson and Deputy Chair, as the Steering Group's first item of business, the Steering Group shall elect one of its members to preside at the Meeting (elected chair must be a Council representative).

### **5.4 Secretariat**

- The Director is to be responsible for ensuring that the Steering Group has adequate secretariat support. The secretariat will ensure that the business paper and supporting papers are circulated at least three (3) days prior to each meeting. Minutes shall be appropriately approved and circulated to each member within three (3) weeks of a meeting being held.
- All Steering Group agendas and minutes will be made available to the public via Council's web site, unless otherwise restricted by legislation.

### **5.5 Recording of explicit discussions on risks**

- The Secretariat shall record all discussions that relate to risks.

## **6.0 CONVENING OF “OUTCOME SPECIFIC” WORKING GROUPS**

- The Steering Group can at times request a working group to be convened, for a limited period of time, for a specific action, these specifics will be minuted clearly. The working group will report back to the Steering Group with outcomes.
- These Working Groups, include, but not limited to:
  - Australia Day - To stimulate a public awareness and recognition of Australia Day and Australia Day Awards.
  - Handa Sister City - To further and implement the ideals of the relationship established in the sister city arrangement.
  - Aboriginal Advisory Group - to assist with the delivery of the Aboriginal portfolio of programs and activities and the ongoing implementation of the Aboriginal Awareness and Understanding Strategy.
  - Youth Advisory Council - to develop a voice for our youth in Council and the Community.
- Any working groups established under this Steering Group will be responsible for providing updates to the Group. The working groups will be an informal gathering with notes collected and managed by the senior staff member in attendance and will be tabled at the Steering Group meetings.

## **7.0 CONFIDENTIALITY AND CONFLICT OF INTEREST**

- Any independent members of the Steering Group will be required to complete a confidentiality agreement that will cover the period of their membership of the Steering Group.
- Steering Group members must declare any conflict of interests at the start of each meeting or before discussion of a relevant item or topic. Details of any conflicts of interest should be appropriately minuted.
- Where members or invitees at Steering Group meetings are deemed to have a real or perceived conflict of interest, it may be appropriate that they be excused from Steering Group deliberations on the issue where the conflict of interest may exist.

**Cultural Steering Group**  
**ATTENDANCE REGISTER**

<b>Member</b>	<b>01/08/18</b>	<b>05/09/18</b>	<b>03/10/18</b>	<b>07/11/18</b>	<b>05/12/18</b>	<b>06/02/19</b>
Councillor Rob Turner (Chair)	<b>A</b>	<b>A</b>	✓	<b>A</b>	<b>A</b>	✓
Councillor Geoff Hawkins (Deputy Chair)	✓	✓	<b>A</b>	✓	✓	✓
Brian Barker	✓	✓	<b>A</b>	✓	✓	✓
Chris Denny	✓	<b>A</b>	✓	✓	✓	✓
Kate Ford	✓	✓	<b>A</b>	✓	✓	<b>A</b>
Beric Henderson	<b>A</b>	✓	✓	✓	✓	✓
Jennifer Hutchison	✓	✓	✓	✓	<b>A</b>	<b>A</b>
Simon Luke	<b>A</b>	<b>A</b>	✓	<b>A</b>	<b>A</b>	✓
Stacey Morgan	<b>A</b>	<b>A</b>	<b>A</b>	✓	✓	✓
Willhemina Wahlin	✓	✓	<b>A</b>	<b>A</b>	✓	✓
Jeffery Sharp (Director Strategy and Growth)	✓	✓	✓	✓	✓	<b>A</b>
Holly McBride (Acting Director Strategy & Growth)						✓
Lucilla Marshall (Group Manager Community Place)	✓	✓	✓	✓	✓	✓
Pam Milne (Glasshouse Venue Manager)	✓	✓	✓	✓	✓	✓

**Key:** ✓ = Present  
**A** = Absent With Apology  
**X** = Absent Without Apology

## Cultural Steering Group Meeting

Wednesday 6 March 2019

### Items of Business

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**Item: 01****Subject: ACKNOWLEDGEMENT OF COUNTRY**

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"I acknowledge that we are gathered on Birpai Land. I pay respect to the Birpai Elders both past and present. I also extend that respect to all other Aboriginal and Torres Strait Islander people present."

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**Item: 02****Subject: APOLOGIES**

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**RECOMMENDATION**

That the apologies received be accepted.

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**Item: 03****Subject: CONFIRMATION OF PREVIOUS MINUTES**

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**RECOMMENDATION**

That the Minutes of the Cultural Steering Group Meeting held on 6 February 2019 be confirmed.



## **PRESENT**

### **Members:**

Councillor Turner (Chair)  
Councillor Hawkins (Deputy Chair)  
Brian Barker  
Chris Denny  
Beric Henderson  
Simon Luke  
Stacey Morgan  
Willhemina Wahlin  
Holly McBride (Acting Director Strategy and Growth)  
Lucilla Marshall (Group Manager Community Place)  
Pam Milne (Glasshouse Venue Manager)

### **Other Attendees:**

Skye Frost (Community Participation Officer, Creative Places)

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The meeting opened at 8:00am.

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## **14 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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## **15 APOLOGIES**

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### **CONSENSUS:**

That the apologies received from Kate Ford, Jennifer Hutchison and Jeffery Sharp be accepted.

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## **16 CONFIRMATION OF MINUTES**

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### **CONSENSUS:**

That the Minutes of the Cultural Steering Group Meeting held on 5 December 2018 be confirmed.

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## **17 DISCLOSURES OF INTEREST**

There were no disclosures of interest presented.

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

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### **CONSENSUS:**

That the Business Arising schedule be noted.

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## **06 ALBAN ELLIOT RECOGNITION**

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### **CONSENSUS:**

That the placing of the Alban Elliot plaque adjacent to the restored John Oxley memorial to be proceeded as per original agreement.

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## **07 ARTWALK - MONTHLY UPDATE**

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### **CONSENSUS:**

That a preliminary Program to be presented to the next Cultural Steering Group Meeting on Wednesday 6 March 2019.

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## **08 BICENTENARY - MONTHLY UPDATE**

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### **CONSENSUS:**

That an update on the projects to be provided at the Cultural Steering Group Meeting on 3 April 2019.

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## **09 MONTHLY UPDATE - DRAFT PUBLIC ART POLICY & MASTERPLAN**

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### **CONSENSUS:**

1. That the Cultural Steering Group note that Creative Moves have prepared a draft paper which is currently been reviewed by staff prior to a new draft being developed. The draft paper to be shared within a month for further discussions at the next Cultural Steering Group Meeting on Wednesday March 6 February 2019.
2. Information provided to the group on the Bunnings Public Art piece which is still under construction, to be emailed.

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## **10 GENERAL BUSINESS**

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### **CONSENSUS:**

That the Cultural Steering Group:

1. Note that the Bonny Hills Mural Art Competition to be advertised and supported by Council in the next few months.
2. Note that a report on Cultural Funds to be presented at the next Cultural Meeting on Wednesday 6 March 2019.
3. Provide input into the upcoming Destination Management Plan.
4. Request the recommendations from the recent Destination Product Audit to be shared with the Cultural Steering Group.
5. Note that Council to look at ways to better assist with promoting touring events that attract a large number of visitors and to market Port Macquarie to be a festival destination.
6. Note that staff will investigate if there has been a change of visitors and events in the Port Macquarie local government area, and what the trends have been. A report will be presented at the next Cultural Steering Group Meeting in May.
7. Note that there is a strong community push for the Police Station site to remain in community tenure and that the Cultural Steering group advocate for this site to be part of a larger cultural precinct.

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The meeting closed at 8:58am.

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Item: 04  
Subject: DISCLOSURES OF INTEREST

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**RECOMMENDATION**

That Disclosures of Interest be presented

**DISCLOSURE OF INTEREST DECLARATION**

Name of Meeting: .....  
Meeting Date: .....  
Item Number: .....  
Subject: .....  
.....

I, ..... declare the following interest:

☐

**Pecuniary:**

Take no part in the consideration and voting and be out of sight of the meeting.

☐

**Non-Pecuniary - Significant Interest:**

Take no part in the consideration and voting and be out of sight of the meeting.

☐

**Non-Pecuniary - Less than Significant Interest:**

May participate in consideration and voting.

For the reason that: .....  
.....

Name: .....

Signed: ..... Date: .....

*(Further explanation is provided on the next page)*

**Further Explanation**

(Local Government Act and Code of Conduct)

A conflict of interest exists where a reasonable and informed person would perceive that a Council official could be influenced by a private interest when carrying out their public duty. Interests can be of two types: pecuniary or non-pecuniary.

All interests, whether pecuniary or non-pecuniary are required to be fully disclosed and in writing.

**Pecuniary Interest**

A pecuniary interest is an interest that a Council official has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the Council official. (section 442)

A Council official will also be taken to have a pecuniary interest in a matter if that Council official's spouse or de facto partner or a relative of the Council official or a partner or employer of the Council official, or a company or other body of which the Council official, or a nominee, partner or employer of the Council official is a member, has a pecuniary interest in the matter. (section 443)

The Council official must not take part in the consideration or voting on the matter and leave and be out of sight of the meeting. The Council official must not be present at, or in sight of, the meeting of the Council at any time during which the matter is being considered or discussed, or at any time during which the council is voting on any question in relation to the matter. (section 451)

**Non-Pecuniary**

A non-pecuniary interest is an interest that is private or personal that the Council official has that does not amount to a pecuniary interest as defined in the Act.

Non-pecuniary interests commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

The political views of a Councillor do not constitute a private interest.

The management of a non-pecuniary interest will depend on whether or not it is significant.

***Non Pecuniary – Significant Interest***

As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest, but it involves:

- (a) A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the Council official or of the Council official's spouse, current or former spouse or partner, de facto or other person living in the same household.
- (b) Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- (c) An affiliation between a Council official an organisation, sporting body, club, corporation or association that is particularly strong.

If a Council official declares a non-pecuniary significant interest it must be managed in one of two ways:

1. Remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another Council official.
2. Have no involvement in the matter, by taking no part in the consideration or voting on the matter and leave and be out of sight of the meeting, as if the provisions in section 451(2) apply.

***Non Pecuniary – Less than Significant Interest***

If a Council official has declared a non-pecuniary less than significant interest and it does not require further action, they must provide an explanation of why they consider that the conflict does not require further action in the circumstances.

## SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

<b>By</b> <i>[insert full name of councillor]</i>	
<b>In the matter of</b> <i>[insert name of environmental planning instrument]</i>	
<b>Which is to be considered at a meeting of the</b> <i>[insert name of meeting]</i>	
<b>Held on</b> <i>[insert date of meeting]</i>	
<b>PECUNIARY INTEREST</b>	
Address of land in which councillor or an associated person, company or body has a proprietary interest ( <i>the identified land</i> )	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> Councillor has interest in the land (e.g. is owner or has other interest arising out of a mortgage, lease trust, option or contract, or otherwise).  <input type="checkbox"/> Associated person of councillor has interest in the land.  <input type="checkbox"/> Associated company or body of councillor has interest in the land.
<b>MATTER GIVING RISE TO PECUNIARY INTEREST</b>	
Nature of land that is subject to a change in zone/planning control by proposed LEP ( <i>the subject land</i> ) <sup>iii</sup> <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land.  <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	
Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain.  <input type="checkbox"/> Appreciable financial loss.

Councillor's Name: .....

Councillor's Signature: ..... Date: .....

**Important Information**

This information is being collected for the purpose of making a special disclosure of pecuniary interests under sections 451 (4) and (5) of the *Local Government Act 1993*. You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred by the Director-General to the Local Government Pecuniary Interest and Disciplinary Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting in respect of which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

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- i. Section **443** (1) of the *Local Government Act 1993* provides that you may have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative<sup>iv</sup> or because your business partner or employer has a pecuniary interest. You may also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.
  - ii. Section **442** of the *Local Government Act 1993* provides that a **pecuniary interest** is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter or if the interest is of a kind specified in section **448** of that Act (for example, an interest as an elector or as a ratepayer or person liable to pay a charge).
  - iii. A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in section **443** (1) (b) or (c) of the *Local Government Act 1993* has a proprietary interest..
  - iv. **Relative** is defined by the *Local Government Act 1993* as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

Item: 05

Subject: BUSINESS ARISING FROM PREVIOUS MINUTES

Item:	07	Date:	06/02/2019
Subject:	<b>ARTWALK - MONTHLY UPDATE</b>		
Action Required:	That a preliminary Program to be presented to the next Cultural Steering Group Meeting on Wednesday 6 March 2019.		
Current Status	This is an Agenda item for discussion.		

Item:	08	Date:	06/02/2019
Subject:	<b>BICENTENARY - MONTHLY UPDATE</b>		
Action Required:	That an update on the projects to be provided at the Cultural Steering Group Meeting on 3 April 2019.		
Current Status	This is an Agenda item for discussion.		

Item:	09	Date:	06/02/2019
Subject:	<b>MONTHLY UPDATE - DRAFT PUBLIC ART POLICY &amp; MASTERPLAN</b>		
Action Required:	<ol style="list-style-type: none"> <li>1. That the Cultural Steering Group note that Creative Moves have prepared a draft paper which is currently been reviewed by staff prior to a new draft being developed. The draft paper to be shared within a month for further discussions at the next Cultural Steering Group Meeting on Wednesday March 6 2019.</li> <li>2. Information provided to the group on the Bunnings Public Art piece which is still under construction, to be emailed.</li> </ol>		
Current Status	<ol style="list-style-type: none"> <li>1. A verbal update will be provided at the CSG Meeting in March 2019.</li> <li>2. Information was emailed after the February CSG meeting.</li> </ol>		

Item:	10	Date:	06/02/2019
Subject:	<b>GENERAL BUSINESS</b>		
Action Required:	<p>That the Cultural Steering Group:</p> <ol style="list-style-type: none"> <li>1. Note that the Bonny Hills Mural Art Competition to be advertised and supported by Council in the next few months.</li> <li>2. Note that a report on Cultural Funds to be presented at the next Cultural Meeting on Wednesday 6 March 2019.</li> <li>3. Provide input into the upcoming Destination Management Plan.</li> <li>4. Request the recommendations from the recent Destination Product Audit to be shared with the Cultural Steering Group.</li> <li>5. Note that Council to look at ways to better assist with promoting touring events that attract a large number of visitors and to market Port Macquarie to be a festival destination.</li> <li>6. Note that staff will investigate if there has been a change of visitors and events in the Port Macquarie local government area, and what the trends have been. A report will be</li> </ol>		



	presented at the next Cultural Steering Group Meeting in May.
	7. Note that there is a strong community push for the Police Station site to remain in community tenure and that the Cultural Steering group advocate for this site to be part of a larger cultural precinct.
<b>Current Status</b>	1. Noted. 2. This is an Agenda item for discussion. 3.-6. Members of the CSG will be invited to participate in the development of the new Destination Management Plan and then a report will be provided at an appropriate time as to the proposed new plan. 7. Noted and future discussion required.

<b>Reports to future meetings</b>		
<b>Report</b>	<b>Due Date</b>	<b>Requested</b>
Review of Existing Committees Report	Deferred to May 2019	6 June 2018
Cultural Plan Quarterly Progress Report	Being superseded by a new plan and Progress Report to CSG Meeting in August 2019	4 October 2017
Cultural Economy Plan	Deferred to March 2019	7 November 2018
Glasshouse Strategic Plan	Deferred to April 2019	7 November 2018
Review of tenure process of Cultural Steering Group	Deferred to April 2019	7 November 2018
Alignment Handa Sister City with Summer Festival or Artwalk	April 2019	5 December 2018
Artwalk (Infrastructure)	Deferred to August 2019	5 December 2018
Alban Elliot Plaque	Complete	5 December 2018
Creative Hub – Requirements and management/operational model	Deferred to May 2019	December 2018
Destination Management Plan	TBD	06 February 2019

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**Item: 06****Subject: CULTURAL ECONOMY PLAN****Presented by: Strategy and Growth, Holly McBride**

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**RECOMMENDATION****That Council note the report.****Discussion****A Cultural Economy Plan**

The Port Macquarie-Hastings Council's cultural vision is "To be internationally recognised as an innovative leader in creativity and culture". As part of the strategy to achieve that vision, the Council is proposing to strengthen and support the growing creative and cultural industries sector. The development of a Cultural Economy plan will undertake a complete cultural mapping process across the local government area to inform professional development opportunities, and provide an overview of the contribution the creative/cultural economy provides to the region, allowing identification of opportunities for further creative industry development and partnerships.

A complex creative economy requires supportive resources and knowledge hubs connected together to increase the flow of people and ideas. Properly facilitated, the creative sector ably supports itself through mentorship programs and skills development, capacity building, start-up facilitation, industry networking and business development opportunities. Affordable spaces in which to converge and share-in precincts or in clusters-and access to supportive infrastructure are essential ingredients for a successful creative sector.

The primary outputs of the project will be a report that will identify, among other issues and opportunities:

- The existing strengths, current gaps and future opportunities within the Port Macquarie-Hastings Council's local government area.
- A database of the Creative Industries and Cultural Sector
- An audit of the current venues and spaces and infrastructure available for cultural/creative use
- Baseline data of local evidence to complement existing state and federal research.

The quality of a location's creative aspects has a direct impact on building a better city, including its economic development. The benefits they bring – the attraction and retention of a skilled workforce, cultural tourism, export and trade of local culture, increased enterprise, greater expression and social connection, and city pride – makes these places great places to live.

By providing opportunities to attract, retain and develop our creative sector, the PMH region will create an outstanding and culturally creative experience for all residents.

The Cultural Economy Plan is the first step of a long term vision for the Port Macquarie Hastings region through their Cultural Plan. The development of the Cultural Mapping, Audits and Creative skills audits, will enable the Council to get a complete perspective of its cultural footprint.

While creative industries businesses are predominantly micro and small enterprises, there are more creatives embedded in other industries than working in the creative industries themselves. The industries which predominantly employ these 'embedded' creative are finance, government, manufacturing and education.

Tertiary institutions are integral to supporting the fostering of a creative and innovative workforce. Development of local talent is more cost effective and has longer term benefits than short-contract, 'outside' recruitment.

Collaboration with universities, business and government for connecting graduate skills to business need, and for mitigating general skills and talent shortages, is essential to maximise the PMH creative economy.

### Benefits

Through the development and support for the Cultural and Creatives Industries, the long term benefits including growth

Key economic benefits will include: -

- Ensuring pathways for skills development and educational links are provided for residents and students attracted to the regions.
- Direct employment provided through the commissioning of public art
- Visitor direct expenditure generated through the support of promoting our local creative industries, creative and cultural tourism.
- Visitor indirect expenditure generated through the improvement of social amenity and places and spaces from creative and cultural activities.
- Individual economic benefit through the promotion of the region and areas and creative industry clusters.

The long term vision for the plan is expected to have a significant impact on local creative industries, growing economic output and increase employment in the arts and recreation services sector. Employment Growth in the sector should increase, and will contribute to the establishment of new jobs, contributing to additional \$ towards local salaries and wages.

We expect a cascade of other economic benefits will follow, including: - Potential for increased private sector investment in the region - Increase in tourism revenue generated by small business growth and increased offerings in the cultural sector in the region. - A resulting increase in gross regional product.

The Port Macquarie-Hastings region is renowned for attracting significant tourism, estimated at 1.5 million visitors per annum. The plan will identify opportunities to enhance arts and cultural tourism, with an anticipated impact on visitation of that will result in new visitors to the region and creating additional economic output.

As well as economic benefits, the social benefit that this project is founded on is the understanding that our local culture comes from a diverse range of avenues,

including our collective values, traditions and visions for the future. This diversity is evident within our creative spaces through the musical, cultural and artistic expressions of our local community.

A supported creative and cultural community encourages the individual expressions whilst enhancing social connectedness by ensuring new opportunities for creative and cultural participation within our public spaces and through ongoing community programs and projects.

It is envisioned that this project will evoke and support an engaged and connected community, promoting social inclusion, collaboration, with a shared vision and purpose, fostering a sense of place, belonging and engagement which strengthens the local character through the provision of shared interactive spaces.

Supporting the local creative community also aims to build community capacity, through co-led and co-created experiences, enabling individuals to make positive changes within their personal and professional environments therefore influencing a wider social connectedness.

Long term outcomes may include:

- making a region a more attractive place to live
- the degree to which the project fills a 'gap' within the community
- improving community connections and social inclusion
- supporting or protecting local heritage and culture
- strengthening community institutions, governance and leadership capacity
- increasing community participation in local decision making
- increasing community volunteering
- the degree to which the project delivers benefits beyond the project period
- addresses disadvantage within the community.

Below are some links to Creative and Cultural Economy Plans from around the world.

<https://creative.vic.gov.au/about/creative-state>

<http://www.cbvoices.ca/wp-content/uploads/2018/02/creative-economy-growth-plan-vibe-creative-group.pdf>

<https://wecreate.org.nz/wp-content/uploads/2017/07/BCG-Creative-Cultural-Economy-Fact-Pack.pdf>

### **Attachments**

Nil

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Item: 07

Subject: FINAL REPORT ABORIGINAL AWARENESS AND UNDERSTANDING  
STRATEGY 2013 - 2017

Presented by: Strategy and Growth, Holly McBride

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#### RECOMMENDATION

That the Cultural Steering Group note the final report on the Aboriginal Awareness and Understanding Strategy.

#### Discussion

At the February 2019 Ordinary Council meeting it was resolved:

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#### **10.02 FINAL REPORT: ABORIGINAL AWARENESS AND UNDERSTANDING STRATEGY 2013 - 2017**

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*RESOLVED: Turner/Hawkins*

*That Council:*

- 1. Note the end of term report of the Aboriginal Awareness and Understanding Strategy 2013 – 2017.*
- 2. Request the General Manager report this matter to the next Cultural Steering Group.*

*CARRIED: 7/0*

*FOR: Alley, Cusato, Dixon, Hawkins, Intemann, Levido and Turner*

*AGAINST: Nil*

A verbal update will be provided to update the group on the progress of the strategy and the outcomes.

#### Attachments

- 1 [View](#). Final Report Aboriginal Awareness and Understanding Strategy 2013 - 2017
- 2 [View](#). Aboriginal Awareness and Understanding Strategy 2013 -2017 Action Plan  
End of Term Report - Update

## AGENDA

ORDINARY COUNCIL  
20/02/2019

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Item: 10.02Subject: **FINAL REPORT: ABORIGINAL AWARENESS AND  
UNDERSTANDING STRATEGY 2013 - 2017**Presented by: **Strategy and Growth, Holly McBride**

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**Alignment with Delivery Program**

2.2.1 Support and advocate for all community sectors.

**RECOMMENDATION****That Council note the end of term report of the Aboriginal Awareness and Understanding Strategy 2013 – 2017.****Executive Summary**

The Aboriginal Awareness and Understanding Strategy 2013-2017 (AAUS) outlined initiatives aimed at developing an increased understanding of our Aboriginal community, culture and history, across the Port Macquarie-Hastings LGA. The strategy encouraged the wider community to engage with our Aboriginal community by:

- Learning more about the Birpai people and their stories, and the rich Aboriginal culture that exists here in our local community;
- Participating in cultural events and programs to expand cultural awareness and understanding in order to progress Reconciliation in the Port Macquarie-Hastings area; and
- Identifying and promoting opportunities for local Aboriginal people to have a voice in Council decision-making.

This report details the progress against the actions identified in the AAUS and outcomes achieved over the past five years. In the future there will not be a standalone AAUS. Council is currently developing a Community Inclusion Plan to set out Council's vision, principles and plan of action to develop a socially just, resilient, connected, inclusive, livable and engaged community. Future AAUS actions are included in the draft Community Inclusion Plan and Cultural Plan (2018-21).

**Discussion**

The Aboriginal Awareness and Understanding Strategy 2013 – 2017 concluded at the end of the 2017/18 financial year, although Council has continued to deliver on the actions as identified. Some of the key actions that were successfully implemented over the course of the four years are as follows:

- Planning and delivery of National Sorry Day and National Reconciliation Week activities;
- Planning and delivery of National NAIDOC Week activities;
- Design and installation of the Together as One Aboriginal Public Art Sculpture;

Item 10.02

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## AGENDA

ORDINARY COUNCIL  
20/02/2019

- Planning and delivery of the 2015 Local Government Aboriginal Network Conference;
- Community engagement, design and implementation of the Oxide Park upgrade;
- Ongoing engagement and participation with Bearlay Aboriginal Interagency;
- Ongoing engagement and participation with Hastings Aboriginal Education Consultative Group;
- Building and maintaining positive engagement and participation with Birpai and Bunyah Local Aboriginal Land Councils;
- Local Birpai Cultural Protocols developed and available to community;
- Council Community Grants program reviewed and Aboriginal community groups encouraged to apply in annual Community Grants program; and
- Acknowledgment of Birpai names in parks e.g. the Historic Cemetery and The Together as One Aboriginal Sculpture.

Progress against all the actions identified in the AAUS is detailed in Attachment 1 – AAUS end of term report.

As a result of the implementation of the AAUS, the levels of engagement and participation rates in activities which recognise Aboriginal community, culture and history have increased. Specific examples include the numbers of participants attending NAIDOC and Reconciliation Week activities which have increased over the term of the AAUS.

The table below indicates the estimated participation and engagement rates for National Sorry Day, National Reconciliation Week (NRW) and NAIDOC Week events/activities over the period the AAUS has been in place.

	2013-14	2014-15	2015-16	2016-17	2017-18
Sorry Day	20	40	50	70	100
NRW	125	200	250	90*	250
NAIDOC					
Flag					
Raising	100	150	300	300	320
Family Fun					
Day	1500	1800	200	2500	4000

*\* Lower participation numbers due to other community activities/ events held at this time and inability to secure an outdoor event space.*

Whilst there is still much work to be done to increase the level of understanding and awareness of our Aboriginal culture, and progress towards reconciliation between indigenous Australians and Australians from a non-indigenous cultural background in our local community, the AAUS has laid a good foundation for future activities. The AAUS has provided awareness of the rich Birpai culture that exists here in our local community; some of the local Birpai stories have been shared, cultural events/ activities and programming has expanded cultural awareness and understanding; environmental, social and economic qualities have been enhanced for our entire community and the community is moving forward Together as One.

Relevant strategies and actions from the AAUS as identified through engagement with the local Aboriginal community will continue to be implemented and are reflected in Council's Cultural Plan 2018-2021 and Council's Community Inclusion Plan which is currently being drafted.

**AGENDA****ORDINARY COUNCIL  
20/02/2019**

Awards that have been achieved through the implementation of the AAUS include:

- 2015 Local Government Aboriginal Employee of the Year (Indoor staff);
- 2018 Charles Sturt University NAIDOC Award – Indigenous woman of influence shaping our local community (awarded to Kelly O'Brien – Council's Aboriginal Liaison Officer) and
- 2018 Hastings Aboriginal Education Consultative Group (AECG) – Outstanding Commitment to Aboriginal Education (awarded to Kelly O'Brien).

**Options**

Council may seek additional information on the attached report.

**Community Engagement & Internal Consultation**

It is intended to provide a copy of the end of term report to the following stakeholders:

- AAUS Working Group
- Aboriginal Reconciliation Reference Group (AARG)
- Bearlay Aboriginal interagency;
- Birpai Local Aboriginal Land Council;
- Bunyah Local Aboriginal Land Council; and
- Hastings Aboriginal Education Consultative Group

Through the course of implementing the AAUS, Council has maintained a strong relationship with the local Aboriginal community and key stakeholder groups. This is reflected in the participation and engagement rates for National Sorry Day, National Reconciliation Week (NRW) and NAIDOC Week events/ activities.

**Planning & Policy Implications**

It is not intended to develop a new AAUS, ongoing implementation of Aboriginal Awareness and Understanding actions has been incorporated into Council's Cultural Plan (2019-2021) and Council's Community Inclusion Plan 2018–2021 which is currently being drafted. The Community Inclusion Plan incorporates the portfolio work for Ageing and Disability, Aboriginal and Torres Strait Islander peoples, Youth, Homeless, LGBTIQ+ and Volunteers and incorporates the outstanding initiative of Together as One from the AAUS.

**Financial & Economic Implications**

There are no financial and economic implications in relation to this report. All actions were delivered within allocated budgets.

The Aboriginal portfolio budget is intended to continue to ensure the delivery of the identified actions in the Community Inclusion Plan are successfully implemented.

**Attachments**

1. Aboriginal Awareness and Understanding Strategy 2013-2017 Action Plan end of term report



## Aboriginal Awareness and Understanding Strategy 2013 – 2017 End of Term Report

OUR SHARED PLACE		
ACTION	MEASURE	DATE COMPLETED/ COMMENTS
Promotion of Aboriginal resources and programs in Port Macquarie-Hastings Council Libraries including location & signage	Signage included in all Libraries	Achieved December 2014 Signage is located above Aboriginal resource section in all libraries.
Aboriginal Flag is flown at all Council Administration buildings including Wauchope and Laurieton	New flags and posts provided at Wauchope and Laurieton Offices	In review of Local Government Policy, the Aboriginal Flag is only required to be flown at the main administration building of Council. The Aboriginal Flag is flown daily on Mon - Fri at Council headquarters.
Acknowledging Birpai names in Parks	Signs acknowledging Birpai names in parks installed.	Ongoing <ul style="list-style-type: none"> <li>• Together as One Sculpture and Interpretative signage</li> <li>• Interpretative signage Tacking Point</li> <li>• Historical Cemetery Interpretative signage</li> </ul>
Reducing the red tape in application processes to utilise public spaces for events with a focus on Aboriginal events and programs	Increase in Aboriginal events and programs that are held in public spaces.	Ongoing. Review of Events process included in Council's Event Plan.
Gateway Signage acknowledging Birpai Nation at all key entry points.	Included in new signage proposal.	Not completed due to changes in the RMS signage policy.
Aboriginal Arts Trail is developed to highlight Aboriginal public art across the Port Macquarie-Hastings local Government area.	Brochure is developed to highlight the Aboriginal Arts Trail.	Commenced 2015 with the Gurri Wakal Gagil – Together as One Aboriginal Public Art installation. Included as an action in the Cultural Plan 2018 - 2021

End of Term Report Aboriginal Awareness and Understanding Strategy 2013 - 2017

OUR CONNECTED STORIES		
ACTION	MEASURE	DATE COMPLETED/ COMMENTS
Map all interpretative signage.	A Master Plan of Aboriginal Sign locations.	Not achieved Action carried over to 2018 – 2021 Cultural Plan
Collate details of all available Aboriginal resources in Port Macquarie-Hastings Local Government Area.	Booklet designed that identifies available resources across the Port Macquarie-Hastings Area.	Not achieved. Intended as a co-operative project with the Bearlay Interagency, but did not gain traction. To be carried over to the Community Inclusion Plan.
Promotion of cultural awareness in Port Macquarie-Hastings Council through staff induction training.	Cultural Awareness is included into Port Macquarie-Hastings Council staff induction training.	Work commenced on proposal with Human Resources for staff cultural awareness training program. Discussions continuing.
Encourage people to attend Sea Acres and learn more about local stories.	Encourage people to attend Sea Acres and learn more about local stories.	Aboriginal cultural activities at Sea Acres included in Council's ongoing support and promotion activity supported by Community Place and Destination marketing. Ongoing
Port Macquarie-Hastings Council will support groups and events held at Birpai and Bunyah Local Aboriginal Land Councils	Port Macquarie-Hastings Council to support groups and events held at Birpai and Bunyah Local Aboriginal Land Council's.	Events at Land Councils included in Council's ongoing support and promotion activity supported by Community Place.
Port Macquarie-Hastings Council will work with Aboriginal Education Consultative Group (AECG) and service providers to support initiatives aimed at increasing Aboriginal Student access, retention and outcomes at all levels.	Increased number of Aboriginal students participating in education at all levels achieving outcomes equal with non-Aboriginal population.	Achieved December 2014. Council's Aboriginal Liaison Officer: <ul style="list-style-type: none"> <li>• elected as Deputy President of the AECG in 2015 and 2016;</li> <li>• involved in the delivery of Hastings Aboriginal Education Consultative Group's Connecting to Country cultural awareness program for Department of Education staff; and</li> <li>• involved in Sista Speak mentoring program Hastings Secondary College for Aboriginal girls in years 7 - 12</li> </ul>
Port Macquarie-Hastings Council will continue to participate and work with Bearlay Aboriginal Interagency to address Aboriginal community needs.	Aboriginal service providers regularly update and provide Port Macquarie-Hastings Council with information on specific issues arising in the community.	Achieved December 2014, Council represented at ongoing bi-monthly meetings each year. Council's Aboriginal Liaison Officer involved in the NAIDOC Planning Committee for the planning and delivery of the Hastings Community Fun Day each year.

End of Term Report Aboriginal Awareness and Understanding Strategy 2013 - 2017

<b>Aboriginal Advisory to provide advice and guidance to Port Macquarie-Hastings Council.</b>	The Aboriginal community has an equitable voice in Port Macquarie-Hastings Council. Port Macquarie-Hastings Council to nurture and enhance engagement with the Aboriginal community.	Under review in the formation of committees and community reference groups across Council.
<b>Engage Local Aboriginal Lands Council's to conduct corporate cultural awareness training.</b>	Port Macquarie-Hastings Council supports and promotes Local Aboriginal Land Council's cultural awareness training package.	Currently working on cultural awareness training proposal with Human Resources
<b>Develop brochure for Aboriginal interpretive walks with additional signage where needed.</b>	Develop an Aboriginal Interpretative walks brochure.	Not achieved. Included as an action in the Cultural 2018 – 2021.
<b>Publicise Aboriginal activities that are supported by Port Macquarie-Hastings Council.</b>	Activities supported by Port Macquarie-Hastings Council increased.	Achieved 2014, ongoing
<b>Aboriginal community protocol brochure to be used by Council and given to service providers and corporate bodies to provide local content and relevant information about Birpai community.</b>	Brochure is developed	Achieved. This was an initiative that was implemented by the Hastings Aboriginal Education Consultative Group in 2017. Council's Aboriginal Liaison Officer was involved in this process.  Lunchtime talk to Council Staff – Aboriginal Community Protocols to be held February 2019.
<b>Develop an Aboriginal Heritage Strategy.</b>	Develop and implement an Aboriginal Heritage Strategy.	Not achieved. Included as an action in the Cultural 2018 – 2021.

End of Term Report Aboriginal Awareness and Understanding Strategy 2013 - 2017

TOGETHER AS ONE		
ACTION	MEASURE	DATE COMPLETED/ COMMENTS
Review the Port Macquarie-Hastings Council Community Grants to encourage and support Aboriginal community groups to apply for grants in the annual Community Grants program criteria.	Notify Aboriginal Land Councils and encourage Aboriginal community groups to apply for Community Grants. Increase in number of applications by local Aboriginal groups for community grants.	Ongoing - working with Council's Grants officer and Local Aboriginal community to increase grant submissions from local Aboriginal services and community groups. The following grants were provided during the period of this Strategy: <ul style="list-style-type: none"> <li>Birpai Local Aboriginal Land Council 2016-2017 General Community Grant. \$2500 for the Aboriginal Creative Circle.</li> <li>Werin Aboriginal Medical Clinic 2013-2014 Christmas &amp; New Year's Eve Events \$3000</li> </ul>
Participate and support annual National Sorry Day and National Reconciliation Week activities	Increased awareness of the significance of National Sorry Day and National Reconciliation Week.	Achieved May 2014, ongoing each year. Participation and engagement rates from both Aboriginal and non-Aboriginal community increasing each year.
Participate and support annual NAIDOC week activities	Increased awareness of the significance of NAIDOC Week.	Achieved July 2014, ongoing each year. Participation and engagement rates from both Aboriginal and non-Aboriginal community increasing each year.
Continue to build strong relationships with relevant government agencies including health, education and housing to lobby for improved services.	Strong relationships are built to lobby for improved services.	Achieved, ongoing Council's Aboriginal Liaison Officer is a member of Port Macquarie Base Hospital Aboriginal Advisory Committee and the Bearlay Interagency Group.
Review the "Walking the Talk" protocol.	Revised protocol is implemented.	To be reviewed as part of Council's Engagement, Education and Communication Strategy.
Promotion of Local Government Aboriginal Network Conference 2015 and associated activities.	Increased awareness of and participation in the Local Aboriginal Network Conference in August 2015.	Achieved 14/08/15. Delivered a successful conference on time and on budget.
Develop a Port Macquarie-Hastings Council Aboriginal Employment Policy Plan to represent % of staff members to % of population.	Improve access and participation rates for Aboriginal people. Culturally richer workforce. Enhancement of Reconciliation process.	Not achieved. Included as an action of the Community Inclusion Plan 2019 – 2021. Council's Equal Employment Opportunity (EEO) Management Plan 2013 - 2017 outlines the specific

End of Term Report Aboriginal Awareness and Understanding Strategy 2013 - 2017

		actions Council will undertake to meet the objectives of the Equal Employment Opportunity (EEO) Policy, Council's responsibilities under the Local Government Act 1993, and associated EEO legislation. The target outlined in the EEO Management Plan 2013 - 2017 for Aboriginal and Torres Strait Islander staff is 3.3% as at December 2017 the actual percentage of Aboriginal and Torres Strait Islander staff employment at Council was 2.0%.
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Key:

- Short term goals – by December 2014
- Medium term goals – by December 2015
- Long term goals – by December 2017 and beyond



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Item: 08

Subject: ARTWALK - MONTHLY UPDATE

Presented by: Strategy and Growth, Holly McBride

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**RECOMMENDATION**

That the Cultural Steering Group note the information provided and provide input into the discussion.

**Discussion**

At the September 2018 Cultural Steering Group meeting it was resolved:

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**06 MONTHLY ARTWALK REPORT**

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**CONSENSUS:**

1. *That the Cultural Steering Group note the progress to date with the development of ArtWalk 2019.*

A verbal update and presentation on the planning for the 2019 Artwalk Event will be provided at the meeting.

Artwalk is planned for the 18 July and will continue with an extended program of activities across the LGA until Sunday 21 July, 2019.

**Attachments**

Nil

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**Item: 09**

**Subject: BICENTENARY - MONTHLY UPDATE**

**Presented by: Strategy and Growth, Holly McBride**

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**RECOMMENDATION**

**That the Cultural Steering Group note the discussion about the Bicentenary Activities.**

**Discussion**

The Bicentenary working group met again in February 2019 to review current projects and proposals received.

A verbal update will be provided to the meeting.

**Attachments**

Nil

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**Item: 10**

**Subject: MONTHLY UPDATE - DRAFT PUBLIC ART POLICY & MASTERPLAN**

**Presented by: Strategy and Growth, Holly McBride**

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**RECOMMENDATION**

**That the Cultural Steering Group note the progress of the Public Art Policy and Master Plan Project.**

**Discussion**

Council staff are continuing to work with Creative Move on the development of the Public Art Policy and Public Art Master Plan and are currently reviewing all the information that was provided.

Comments by staff have been provided to Creative Move on a draft paper. Further internal engagement is required, with Council's Landscape Architect.

A further verbal update to be provided to the Cultural Steering Group.

**Attachments**

Nil



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**Item: 11****Subject: HANDA SISTER CITY****Presented by: Strategy and Growth, Holly McBride**

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**RECOMMENDATION**

**That the Cultural Steering Group note the information provided and provide input into the discussion.**

**Discussion**

Mrs Pat Johnston & Mr Bruce Hardy from Handa Sister City Working Committee have been invited to present to the Cultural Steering Group.

The presentation will give an overview of the history of the Handa Sister City Relationship, the current program of activity that occurs as well as future aims and objectives of the Handa Sister City relationship.

**Background Information**

Formal execution of the Sister City Relationship was achieved on 9 May 1990, with the agreement being signed off by Mr Bob Woodlands (former Mayor of Hastings Municipality) and Mr Koichi Yamada (former Mayor of Handa City). This is just one of the many International Relationships currently in place across Australia.

Handa City is located in the centre of the Chita Peninsula, within Aichi Prefecture, on the main Japanese island of Honshu. Handa is posited approximately 50kms South of Nagoya City, mid-way between Tokyo and Osaka.

Handa has a population of over 120,000, and has a strong history of vinegar-making, with a number of historic warehouses and a vinegar museum within the city. It is a city with a balanced focus across commerce, industry and agriculture sectors.

2020 marks the 30<sup>th</sup> anniversary of the Port Macquarie-Hastings Handa City Sister City Agreement.

Over the 30 years since the signing of the Sister City Agreement, there has been a diverse range of activities that have taken place including:

- Numerous visits to Port Macquarie by members of the Handa Junior Chamber of Commerce (Jaycees) to facilitate both cultural exchange and trade/commerce promotion activities
- Cultural exchanges/tours undertaken by the Hastings Koala Orchestra and reciprocally the Handa Junior Brass Band (alternate years)
- Cultural/Educational tours undertaken by Handa Higashi Senior High School with over 320 students having participated in the annual study tour to Port Macquarie.

- Several Trips to Handa undertaken by Students from Port Macquarie High Schools, undertaking Japanese language and culture studies (prior to 2008)
- Other cultural exchanges coordinated by the Handa International Association
- Exploring and development of export opportunities of Cassegrain Wines to Japan.
- Several delegations made up of representatives from Council, the Handa Sister City Working Group and local business-owners have accepted invitations to visit from Handa City since the formation of the Agreement. This included attendance at the “Australian National Day Celebrations” held in Japan as part of World Expo at the invitation of The Hon Mark Vaile MP in his role as Deputy Prime Minister.
- Hosting of delegations from Handa City including several visits by Mayors and City Hall officials from Handa City.
- Visit to Port Macquarie by Mr Nakano, CEO of Mizkan Vinegar Group (Headquarters located in Handa)
- The dedication of the park reserve at Settlement Point, Port Macquarie as “Sister City Park
- Commemoration of the 10<sup>th</sup> Anniversary of the Sister City Agreement through the planning of cherry trees gifted to the people of Port Macquarie by Handa City Council, and the placement of a plaque in recognition of this at Kooloonbung Creek Reserve.
- Numerous personal/private trips made by individuals (both from Port Macquarie to Handa and Handa to Port Macquarie) following on from having met acquaintances/associates through the Sister City Relationship.
- Memorandum of Understanding signed between Nihon Fukushi University in Handa and Charles Sturt University – PMQ Campus in December 2017.

The CSG to discuss the Handa Sister City relationship.

**Attachments**

Nil

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Item: 12

Subject: CULTURAL PLAN 2018 - 2021 - ALLOCATION OF FUNDS

Presented by: Strategy and Growth, Holly McBride

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### RECOMMENDATION

**That the Cultural Steering Group note the update regarding the budget allocation for 2019 -2020 financial year.**

### Discussion

At the 12 December 2018 Council meeting, the Council staff put up the attached report requesting additional funding for the Cultural Plan. The report recommended:

*That Council give consideration during the 2019 – 2020 draft Operational Plan development for an additional budget allocation of \$220,000 to deliver the actions in the Cultural Plan.*

A verbal update will be provided at the meeting by Councillors and staff.

### Attachments

1 [View](#). Item 10.05 - Cultural Plan 2018 - 2021 - Allocation of Funds

## AGENDA

ORDINARY COUNCIL  
12/12/2018

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Item: 10.05

Subject: CULTURAL PLAN 2018 - 2021 - ALLOCATION OF FUNDS

Presented by: Strategy and Growth, Jeffery Sharp

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**Alignment with Delivery Program**

2.5.1 Support cultural activities within the community.

**RECOMMENDATION**

**That Council give consideration during the 2019-2020 draft Operational Plan development for an additional budget allocation of \$220,000 to deliver the actions in the Cultural Plan.**

**Executive Summary**

Port Macquarie-Hastings Council adopted the Cultural Plan, in September 2018, showing it is committed to ensuring arts, heritage and culture play a strong role in the development of the Port Macquarie-Hastings region's future.

Council currently plays a major role in delivering cultural services across the region, and is supported by the ever-growing number of community organisations, events and activities that contribute to ensuring that we have a vibrant and culturally connected community. Council also has a leadership role in assisting the growth and development of arts and cultural activity.

This Cultural Plan identifies the underpinning strategies, frameworks and actions that will drive and support cultural development within the Port Macquarie Hastings region for the period 2018 – 2021. The Plan focus's Council's actions to create the right environment for growth within the cultural sector contributing to the long term development of our place and this requires additional funds to achieve.

**Discussion**

Council plays an important role in leading and facilitating the cultural fabric of the region, enabling the right environment to support creative and cultural industries to thrive.

A draft budget was developed for consideration by the Cultural Steering Group, to enable the delivery of Cultural Plan Actions and strategies identified. The initial budget proposal, was then refined with feedback from the Cultural Steering Group, to identify the key priorities within the plan that were achievable within the current framework.

The Cultural steering Group meet on the 7 November, Agenda item 7 was to discuss budget allocation for 19/20 the committee made the following resolution:

## AGENDA

ORDINARY COUNCIL  
12/12/2018

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07 CULTURAL PLAN 12 MONTH ACTION AND BUDGET PLAN

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Discussion took place noting the Cultural Plan actions should gain support from the Economic Development Steering Group to ensure good cultural outcomes for our community.

## CONSENSUS:

That the Cultural Steering Group:

1. Note the draft actions and associated budgets for the current financial year.
2. Recommends the consideration in the budget process of the inclusion of an additional \$220,000 as detailed in this report.
3. Note that a report on what a cultural economy plan is and what other organisations are doing to be brought back to the Cultural Steering Group.

From that resolution it is proposed that the additional Budget Bids for the following projects be endorsed to be considered in the 2019/2020 financial year.

**Cultural Economy Plan****Budget Bid: \$70,000**

Strategies: *Identify & harness the potential of our Cultural Economy*  
*Raise the skills and capacity of our local creative to foster a vibrant Cultural Community*

Cultural Plan actions: 1.1, 1.6, 1.7, 4.5, 3.6

1. Engage a consultant to undertake a cultural mapping process including an audit of our venues, people and places with the local government area.
2. Undertake research into the current economic contribution that the cultural/creative sector makes to our area. (Building our profile and research)
3. Develop a cultural and Creative Economy Plan, looking at the following key drivers:

Through the development of this key data and information, it should inform future planning for the Cultural Tourism sector and cultural strategies moving forward. The additional research should also provide key avenues for further support for funding opportunities from State and Federal sector.

**Public Art – Maintenance & Implementation****Budget Bid: \$75,000**

Strategy: *Improve social amenity through Public Art*

**Cultural Plan Actions: 2.5, 2.6, 2.7**

\$20,000 – Conservation and maintenance of existing works.

\$55,000 – Implementation of new works at a key gateway sites – Airport redevelopment site, and other opportunities.

A number of public art pieces are currently in place across the local government area. This funding would provide a maintenance vote to ensure that pieces are conserved as the original works were presented. The addition of new works will add vibrancy to the cultural offering of the area

**Cultural Development Grants****Budget Bid: \$20,000**

Strategy: *Identify funding opportunities to support cultural outcomes*

Item 10.05

Page 2

## AGENDA

ORDINARY COUNCIL  
12/12/2018**Cultural Plan Actions: 4.2**

This is a new funding stream that specifically relates to Cultural Development. The development of Arts and Cultural Development grants will be developed in line with Council's current Smarty Grants process. The purpose of the grants will be to ensure that artist and the Cultural Sector are making, creating new work and supporting creative projects that showcase our arts and cultural sector. The funds will assist in the payment of artist's fees, production costs and materials and the support for the presentation of the work created to the public. Guidelines and priorities may change and grants may be adjusted to ensure that they meet the cultural outcomes desired.

**Aboriginal Cultural Development Programs****Budget Bid: \$5000**

Strategy: *Work collaboratively with the cultural community sector to deliver identified Heritage Outcomes*

**Cultural Plan Action: 3.6 – Our Aboriginal Culture**

Project: Welcome to Country acknowledgements at airport & entrance to Council Chambers.

**Creative Precincts and Hubs Development – Engagement and design development****Budget Bid: \$50,000**

Strategy: *Create, develop and maintain vibrant cultural paces and places to maximise opportunities for our community to participate in cultural activities across the region.*

**Cultural Plan Actions: 1.2 - Creative Precincts and Hubs**

In 2009 - 2012 Council undertook extensive consultation with cultural and creative organisations to develop a new Environment and Creativity hub for the community on a site next to the Reclaim Water Facility on Ocean Drive. Concept plans, environmental studies and catchment management plans were developed and approved.

Recently, Council undertook further works to maintain the current DA, which plans to bring the site up to the required flood free levels required to build the facility. This has maintained the current Development application.

At present, the NSW State government has considerable funding to support the development and construction of new cultural infrastructure.

Key feedback from the creative community continues to identify the lack of community workshops space and gallery space for artists, creative and the cultural sector to grow and thrive. This budget would allow for the redesign of the facility and additional consultation to meet the changing needs of our creative community.

Source: Developers Contribution S94, funds being currently collected for the Regional Community Arts Centre.

Other areas delivering Culture

Cultural services will continue to be delivered through existing channels via both the Library and Glasshouse respectively. Additional support from through grant programs from both the State and Federal governments continue to be explored to develop and deliver aspects of the adopted Cultural Plan.



**AGENDA****ORDINARY COUNCIL**  
**12/12/2018****Options**

Council has the option to consider these bids as part of the budget development for 2019/2020 or reject all or some of the bids as it deems appropriate.

**Community Engagement & Internal Consultation**

Internal engagement has taken place with the following:

- Cultural Steering Group;
- Economic and Cultural Development Portfolio Councillors;
- Relevant Council Group Managers;

External Engagement:

The Plan has undergone considerably community engagement in the planning, review and final version of the 2018 – 2021 Cultural Plan.

At the October and November meeting of the Cultural Steering Group has reviewed budget considerations for the 2019 – 2021 period and established key priorities for the following two years that are achievable within the timeframe. The recommended budget allocation has been discussed with the Cultural Steering Group and who are requesting that Council consider the request as par to fhte Budget deliberations.

**Planning & Policy Implications**

There are no planning and policy implications in relation to this report.

**Financial & Economic Implications**

There is potential for significant cultural, social and economic benefits to the Local Government Area if the outcomes identified in the adopted plan are achieved.

Whilst the delivery of cultural services through the Library and Glasshouse operational budgets will remain the same, and be supported through State and Federal funding opportunities, the implementation of key research and strategic documents and actions outlined within the plan require the additional finance to support the vision of the plan.

Where possible and appropriate we will seek to apply for grants to support the Cultural activities as outlined in the Cultural Plan.

Summary of request for Funds:

Cultural Economy Plan	\$70,000
Public Art – Maintenance & Implementation	\$75,000
Cultural Development Grants	\$20,000
Aboriginal Cultural Development	\$5,000
Creative Precincts & Hubs – Community Art Centre	<u>\$50,000</u>
<b>Total Request for Funds</b>	<b>\$220,000</b>

If this funding is not approved, the identified actions within the Cultural Plan are at risk of not being delivered.

**Attachments**

AGENDA

ORDINARY COUNCIL  
[Meeting Date dd/mm/yyyy]

Nil