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Vicki Lukritz  
3810 6221

«Name»

5 October 2017

Sir/Madam

You are «AdvisedRequested» a meeting of the **ARTS AND COMMUNITY DEVELOPMENT COMMITTEE** «ToWill» be held in the **Council Chambers** on the 2nd Floor of the Council Administration Building, 45 Roderick Street, Ipswich commencing at **9.30 am or 10 minutes after the conclusion of the Libraries and Tourism Committee, whichever is the earlier** on **Monday, 9 October 2017.**

<b><u>MEMBERS OF THE ARTS AND COMMUNITY DEVELOPMENT COMMITTEE</u></b>	
Councillor Stoneman ( <b>Chairperson</b> ) Councillor Pisasale ( <b>Deputy Chairperson</b> )	Councillor Antonioli ( <b>Mayor</b> ) Councillor Wendt ( <b>Deputy Mayor</b> ) Councillor Silver Councillor Ireland

Yours faithfully

Gary Kellar  
**ACTING CHIEF EXECUTIVE OFFICER**

## **ARTS AND COMMUNITY DEVELOPMENT COMMITTEE AGENDA**

9.30 am or 10 minutes after the conclusion of the Libraries and Tourism Committee, whichever is the earlier on **Monday, 9 October 2017**  
Council Chambers

<b>Item No.</b>	<b>Item Title</b>	<b>Officer</b>
1	Art Gallery Opening Hours 2017-2018 Christmas and New Year Period	DIAG
2	Change of Trustee of the Ipswich Arts Foundation Trust	DIAG
3	Community Development Grants – September 2017	CGO
4	Regional Arts Development Fund (RADF) – Quick Response Grant	CGO

**ARTS AND COMMUNITY DEVELOPMENT COMMITTEE NO. 2017(01)**

**9 OCTOBER 2017**

AGENDA

1. ART GALLERY OPENING HOURS 2017–2018 CHRISTMAS AND NEW YEAR PERIOD

With reference to a report by the Director, Ipswich Art Gallery dated 14 September 2017 concerning the opening hours of the Ipswich Art Gallery during the Christmas 2017 to New Year 2018 period.

RECOMMENDATION

- A. That Council note the opening hours of the Ipswich Art Gallery for the 2017–2018 Christmas/New Year period.
- B. That the Director, Ipswich Art Gallery liaise with the Chairperson of the Arts and Community Development Committee and the Communications and Media Manager to ensure the Gallery's opening hours for the period are effectively communicated to the general public.

Report

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2. CHANGE OF TRUSTEE OF THE IPSWICH ARTS FOUNDATION TRUST

With reference to a report by the Director, Ipswich Art Gallery dated 15 September 2017 concerning the change of trustee of the Ipswich Arts Foundation Trust (IAFT).

RECOMMENDATION

That Council endorse the proposed change of trustee of the Ipswich Arts Foundation Trust to I.A.F. Limited as detailed in the report by the Director, Ipswich Art Gallery dated 15 September 2017.

Report

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3. COMMUNITY DEVELOPMENT GRANTS- SEPTEMBER 2017

With reference to a report by the Community Grants Officer dated 22 September 2017 concerning the allocation of Community Development Grants Program funds.

RECOMMENDATION

- A. That Council provide funding to the amount of \$1,250.00 to Northsiders Cricket Club Inc towards purchasing equipment.

- B. That Council provide funding to the amount of \$1,250.00 to Goodna State School towards purchasing a worm farm.

Report

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4. REGIONAL ARTS DEVELOPMENT FUND (RADF) – QUICK RESPONSE GRANT

With reference to a report by the Community Grants Officer dated 26 September 2017 concerning the allocation of a Quick Response Grant through the Regional Arts Development Funds (RADF).

RECOMMENDATION

That the report be received and the contents noted.

Report

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and any other items as considered necessary.

<b>Arts and Community Development Committee</b>	
Mtg Date: 9 October 2017	OAR: YES
<b>Authorisation:</b> Caroline McMahon	

14 September 2017

**MEMORANDUM**

TO: CHIEF OPERATING OFFICER (ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT)

FROM: DIRECTOR, IPSWICH ART GALLERY

RE: ART GALLERY OPENING HOURS 2017–2018 CHRISTMAS AND NEW YEAR PERIOD

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**INTRODUCTION:**

This is a report by the Director, Ipswich Art Gallery dated 14 September 2017 concerning the opening hours of the Ipswich Art Gallery during the Christmas 2017 to New Year 2018 period.

**BACKGROUND:**

In line with the Ipswich Art Gallery Opening Hours Policy, the Director, Ipswich Art Gallery advises the Committee that the Gallery will be closed on the Christmas Day, Boxing Day and New Year's Day statutory holidays in the forthcoming summer holiday period.

The Ipswich Art Gallery will open from 27 to 31 December 2017, 10am to 5pm daily and re-open on Tuesday 2 January 2018.

**BENEFITS TO COMMUNITY AND CUSTOMERS:**

The Ipswich Art Gallery will open to the public over the Christmas 2017 New Year 2018 period, with the exception of the Christmas Day, Boxing Day and New Year's Day statutory holidays.

**FINANCIAL IMPLICATIONS:**

A mid-year budget amendment may be required to address unbudgeted salary requirements, however this will be subject to further assessment in January of year to date actual, versus budget costs. The Gallery is anticipating additional revenue from ticket and shop sales to partially offset labour costs.

**RECOMMENDATION:**

- A. That Council note the opening hours of the Ipswich Art Gallery for the 2017–2018 Christmas/New Year period.
- B. That the Director, Ipswich Art Gallery liaise with the Chairperson of the Arts and Community Development Committee and the Communications and Media Manager to ensure the Gallery's opening hours for the period are effectively communicated to the general public.

Michael Beckmann  
**DIRECTOR, IPSWICH ART GALLERY**

I concur with the recommendations contained in this report.

Caroline McMahon  
**CHIEF OPERATING OFFICER**  
**(ARTS, SOCIAL DEVELOPMENT & COMMUNITY ENGAGEMENT)**

<b>Arts and Community Development Committee</b>	
Mtg Date: 09.10.17	OAR: YES
<b>Authorisation:</b> Caroline McMahon	

15 September 2017

**MEMORANDUM**

TO: CHIEF OPERATING OFFICER (ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT)

FROM: DIRECTOR, IPSWICH ART GALLERY

RE: CHANGE OF TRUSTEE OF THE IPSWICH ARTS FOUNDATION TRUST

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**INTRODUCTION:**

This is a report by the Director, Ipswich Art Gallery dated 15 September 2017 concerning the change of trustee of the Ipswich Arts Foundation Trust (IAFT).

**BACKGROUND:**

The Ipswich Arts Foundation (IAF) and the IAFT currently operate as two (2) distinct and separate Council-controlled entities. This mode of operation evolved in response to changing Australian Tax Office (ATO) requirements regarding the governance of foundations and the eligibility requirements for Deductible Gifts Recipient (DGR) status. However, while operating as two (2) entities, the IAF and the IAFT are each required to develop and maintain separate administrative and financial functions. This practice is neither efficient nor economical. For example, each entity prepares its own budget, financial statements and audit papers. This has the effect of duplicating the accountancy and audit fees, and therefore diminishing the financial benefits provided by the Foundation's fundraising. Council has endorsed the proposal to engage external legal assistance to amalgamate the IAF and the IAFT into a single entity, which will deliver greater financial and administrative efficiency.

In order to amalgamate the Ipswich Arts Foundation (Foundation) and the Ipswich Arts Foundation Trust (Trust), it is proposed that the individual trustees of the Trust be replaced with a company and that the Foundation be wound up.

The new trustee will be a company limited by guarantee, which is a public company registered with the Australian Securities and Investments Commission and the liability of its members will be limited to a 'guaranteed' amount of \$10.00 each. Such entities are commonly used for charitable purposes.

The company will be called I.A.F. Limited and its operations will be governed by the terms of its Constitution (Refer Attachment A), which includes appropriate provisions to promote good governance and ensure that its board of directors complies with the ATO guidelines

applicable to the Trust as a public ancillary fund. This will ensure that the Trust retains its endorsement as a DGR, its income tax exemption and registration as a charity.


Council will not own or control the new company, but it will be entitled to nominate two (2) directors under the Constitution and it will retain the power to remove and replace the trustee of the Trust under the existing Trust Deed.

Subject to Council endorsing the proposed change of trustee, I.A.F. Limited will be registered and the trustee will be changed by a Deed of Removal and Appointment of Trustee (refer Attachment B), to be signed by Council and I.A.F. Limited. New arrangements for funding the operations of the new trustee and ancillary documents such as a Deed of Access and Indemnity between Council and I.A.F. Limited may also need to be put in place. Existing arrangements between the Foundation and the Trust (such as the existing Management Agreement) can then be terminated by agreement and the Foundation can be wound up.

#### **FINANCIAL IMPLICATIONS:**

The process of amalgamating the Ipswich Arts Foundation and the Ipswich Arts Foundation Trust will reduce duplication in audit and accounting fees.

#### **ATTACHMENTS:**

Name of Attachment	Attachment
<a href="#">Attachment A – Draft Constitution of I.A.F. Limited</a>	 Attachment A
<a href="#">Attachment B – Deed of Removal and Appointment of Trustee</a>	 Attachment B

#### **RECOMMENDATION:**

That Council endorse the proposed change of trustee of the Ipswich Arts Foundation Trust to I.A.F. Limited as detailed in the report by the Director, Ipswich Art Gallery dated 15 September 2017.

Michael Beckmann  
**DIRECTOR, IPSWICH ART GALLERY**

I concur with the recommendation contained in this report.

Caroline McMahon  
**CHIEF OPERATING OFFICER**  
**(ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT)**



<b>Arts and Community Development Committee</b>	
Mtg Date: 09.10.17	OAR: YES
<b>Authorisation:</b> Caroline McMahon	

22 September 2017

**MEMORANDUM**

TO: COORDINATOR, COMMUNITY DEVELOPMENT

FROM: COMMUNITY GRANTS OFFICER

RE: COMMUNITY DEVELOPMENT GRANTS – SEPTEMBER 2017

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**INTRODUCTION:**

This is a report by the Community Grants Officer dated 22 September 2017 concerning the allocation of Community Development Grants Program funds.

**BACKGROUND:**

Council's Community Grants Scheme includes a Community Development Grants Program with a budget allocation of \$140,000.00 (which includes an allocation of \$40,000.00 for Christmas events and activities) for the 2017–2018 financial year.

Applications are accepted throughout the year for Community Development Grants and allocated against a monthly budget of approximately \$8,300.00, with any residual rolled over to the next month.

Successful applicants must be able to demonstrate a community development framework that enhances the community life and wellbeing of Ipswich residents. The maximum grant available for community groups is \$2,500.00.

**GRANT APPLICATIONS RECEIVED:**

Council received two (2) eligible applications this month.

**Northsiders Cricket Club Inc**

Northsiders Cricket Club Inc (the Club) seeks funding to purchase training and playing equipment for the 2017–2018 cricket season. The Club fields three (3) senior teams and four (4) junior teams, and has approximately 125 playing members across all grades. The Club advises that in previous years, costs to field two (2) senior teams were in excess of \$10,000.00, which included training equipment, cricket balls for games, cost of wicket

preparation and team nomination fees. Players pay registration fees towards those costs, and the Club requires assistance to keep player costs to a minimum, however new training equipment is required to be purchased each year for safety, including coloured training balls for night training. Junior equipment covers training across four (4) junior teams and must also be replaced each season due to wear and tear.

Funding is sought to purchase a playing kit for juniors and cricket balls for seniors.

The total cost of the equipment is \$3,612.00 and in line with Council requirement for applicants to provide 50% toward the cost of equipment to a maximum of \$1,250.00, it is recommended that Council allocate \$1,250.00 to Northsiders Cricket Club Inc.

Northsiders Cricket Club Inc has received the following funding from Council in the past two (2) years:

<b>Financial Year</b>	<b>Amount</b>	<b>Funding Type</b>	<b>Purpose</b>
2016	\$1,084.54	Community Development Grant	Purchase of computing equipment to assist administration of the Club
2015	\$300.00	Community Donation	Assistance for local player
<b>Total</b>	<b>\$1,384.54</b>		

#### **Goodna State School**

Goodna State School (the School) seeks funding towards purchasing a commercial grade earthworm farm to compliment other sustainability initiatives currently being undertaken by the School including bat boxes, bird boxes, native bee hives, an Indigenous garden and special education vegetable garden.

The School currently has a roll of 800 children, and the after school care provider has also expressed interest in participating in the initiative. The project will allow children to place fruit and vegetable scraps into bins to be processed through the worm farms.

The total cost of the worm farm is \$2,590.00 (excl-GST) and the school has received a community donation from the Division 2 Office to support 50% of the cost. It is recommended that Council allocate \$1,250.00 (excl-GST) towards the cost of the worm farm.

Goodna State School has received the following funding from Council in the past two (2) years:

<b>Financial Year</b>	<b>Amount</b>	<b>Funding Type</b>	<b>Purpose</b>
2017	\$1,250.00	Community Donation	Towards purchase of worm farm
2016	\$2,000.00	Community Donation	Pre-school activities and events
2016	\$1,000.00	Community Donation	Purchase of buddy benches
<b>Total</b>	<b>\$4,250.00</b>		

**BENEFITS TO COMMUNITY AND CUSTOMERS:**

The Community Development Grants Program provides funding to community based non-profit organisations for purposes inclusive of community infrastructure, purchase of equipment, organisational development, community development projects and festivals or events. To align with the actions of Advance Ipswich and the Corporate Plan 2017–2022, projects are required to contribute to one (1) or more of the following funding objectives:

- Encourage community activities that promote and celebrate a sense of belonging.
- Engage the community in the creation of local projects and programs that encourage inclusion and participation and promote and demonstrate a sense of belonging as it relates to the whole of community.

**FINANCIAL IMPLICATIONS:**

Approval of the Community Development Grants in this report of \$2,500.00 (ex-GST) will leave a balance of \$86,350.93 (ex-GST) available for allocation during the remainder of the 2017–2018 financial year.

**RECOMMENDATION:**

- A. That Council provide funding to the amount of \$1,250.00 to Northsiders Cricket Club Inc towards purchasing equipment.
- B. That Council provide funding to the amount of \$1,250.00 to Goodna State School towards purchasing a worm farm.

Josie Berry

**COMMUNITY GRANTS OFFICER**

I concur with the recommendations contained in this report.

Abbey Richards

**COMMUNITY ENGAGEMENT MANAGER**

I concur with the recommendations contained in this report.

Caroline McMahon

**CHIEF OPERATING OFFICER**

**(ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT)**

<b>Arts and Community Development Committee</b>	
Mtg Date: 09.10.17	OAR: YES
<b>Authorisation:</b> Caroline McMahon	

26 September 2017

**MEMORANDUM**

TO: COMMUNITY ENGAGEMENT MANAGER

FROM: COMMUNITY GRANTS OFFICER

RE: REGIONAL ARTS DEVELOPMENT FUND (RADF) – QUICK RESPONSE GRANT

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**INTRODUCTION:**

This is a report by the Community Grants Officer dated 26 September 2017 concerning the allocation of a Quick Response Grant through the Regional Arts Development Funds (RADF).

**BACKGROUND:**

Arts Queensland provided funding matched dollar-for-dollar with the Ipswich City Council in the 2016–2017 financial year for applications approved by the Ipswich RADF Assessment Committee. Grant applications are assessed by the Ipswich RADF Assessment Committee for two (2) funding rounds each financial year, in addition to provision for individual professional development applications assessed as Quick Response Grants.

Council has recently received advice from Arts Queensland confirming the 2017–2018 allocation of RADF funding of \$40,000.00.

**QUICK RESPONSE GRANT APPLICATION:**

A RADF Quick Response Grant application was received from Ipswich artist, Kate den Otter, to attend a Supported Studio Network Forum in Melbourne from 5 to 8 October 2017. Supported Studios provide studio space and professional support to artists living with disabilities.

Kate den Otter works with the Ignite Artists Network, to support artists with a disability in Ipswich. The Forum in Melbourne will provide Kate with skills and information about the changing landscape in the disability sector with the introduction of the NDIS, and will also:

- Provide good tools that studios can apply in their work context now
- Expand first-hand knowledge about other studios and models

- Extend face-to-face contact between studio professionals
- Highlight key opportunities and obstacles in the sector

The application has been considered and \$754.00 was approved by the Ipswich RADF Assessment Committee.

On 13 September 2017, the Chief Executive Officer provided approval under his delegation for the applicant to be notified early of her application's success, to allow the artist to begin preparations to attend the Supported Studio Network Forum.

**BENEFITS TO COMMUNITY AND CUSTOMERS:**

Implementation of the RADF Grants form part of Council's support for the community and is consistent with Advance Ipswich, and the *Community Spirit and Wellbeing* Goals and Strategies as articulated in Council's Corporate Plan 2017–2012.

- Encourage community activities that promote and celebrate a sense of belonging.
- Engage the community in the creation of local projects and programs that encourage inclusion and participation and promote and demonstrate a sense of belonging as it relates to the whole of community.

**FINANCIAL IMPLICATIONS:**

Funding for the provision of RADF grants, promotion, community engagement and RADF Committee training is provided in the Community Engagement Branch Budget.

**RECOMMENDATIONS:**

That the report be received and the contents noted.

Josie Berry  
**COMMUNITY GRANTS OFFICER**

I concur with the recommendation contained in this report.

Abbey Richards  
**COMMUNITY ENGAGEMENT MANAGER**

I concur with the recommendation contained in this report.

Caroline McMahon  
**CHIEF OPERATING OFFICER**  
**(ARTS, SOCIAL DEVELOPMENT AND COMMUNITY ENGAGEMENT)**