



**Central Highlands Arts and Cultural Advisory Committee (CHACAC)
Regional Arts Development Fund (RADF) 2022-23 Round 1 Assessment Meeting Minutes**

Date:	Friday 11 November 2022
Venue:	Executive Meeting Rooms 1 and 2, online (Microsoft Teams)
Chair:	Cr Charlie Brimblecombe
Minute taker:	Tracey Jackson – Administrative Assistant (Communities)
Present:	CHACAC Members: Lachlan Grierson, Barbara Beazley, Teagan Arnold. CHRC: Cr Charlie Brimblecombe, Suzanne Poulter – Manager Connected Communities (MCC), Katerina Hatzipanagiotis - Coordinator Arts and Engagement (CAE), Ruth Haydon – Arts and Cultural Officer Galleries (ACOG), Nikki Atkinson – Arts and Cultural Officer (ACO)
Apologies:	CHACAC members: Maureen Burns, Sharon Gimbert, Lou Petho, Ben Robertson, Mellissa Chick CHRC: Cr Joseph Burns
Meeting time:	9.06am – 12.10pm
Preparation documents distributed for this meeting:	<ul style="list-style-type: none"> • RADF Round 3 Assessment Meeting Minutes – 8 April 2022 • RADF 2022-2023 Round 1 applications, supporting material, and pre-assessment checklists <ul style="list-style-type: none"> ○ Amanda Fernie ○ Mountain Magic Arts Inc ○ Central Highlands Festival of Music ○ Rolleston Rag Inc ○ Blackwater Art Society Inc ○ Bogantungan Historical Society ○ Central Highlands Science Centre ○ Capella State School P&C

	Subject	Discussion
1.	Opening of meeting. Acknowledgement of Country	Cr Charlie Brimblecombe shared an Acknowledgement of Country and welcomed attendees.
2.	Apologies	<p>Apologies were noted.</p> <p>Cr Brimblecombe notified the group that Cr Gai Sypher has tendered her resignation from the group. Members expressed their thanks for Cr Sypher's dedication and service to the committee.</p> <p>Action: ACO to send a letter of thanks to Cr Sypher on behalf of the committee.</p>
3.	Conflicts of Interest	No conflicts of interest were declared.
4.	Previous minutes	Minutes from the RADF 2021-22 Round 3 assessment meeting on 8 April 2022 were shared with the group. These minutes were endorsed by council on 27 April 2022.
5.	RADF applications assessment	<p>RADF Round 1 2022-23 overview Total budget for Round 1 = \$46,391.48 Eight applications to consider totalling \$61,997.00</p> <p>General discussion</p> <ul style="list-style-type: none"> • The amount of funding requested in the eight applications exceeds the budget available for allocation. • In the previous four years, the highest number of applications in round 1 was four. • There are a number of factors potentially contributing to the success of this round including: <ol style="list-style-type: none"> 1. Renewed advertising campaign including sponsored Facebook posts and radio advertisements 2. New submission process through SmartyGrants 3. Building community connections and awareness over the last 12 months, encouraging groups to further develop their ideas into applications • Members agreed this is a great outcome for the program. • CAE noted this is the first time the SmartyGrants form has been utilised and so there are improvements that have been identified for implementation before Round 2 opens. • Assessment of applications will require a revised process than has been utilised previously. <p><i>Lachlan Grierson Arrived 9:35am</i></p>

- Members agreed to review and refresh the process for implementation during Round 1 assessment, with further review to be undertaken at the first CHACAC planning meeting in 2023, before assessment of Round 2.
- It was agreed that the Round 1 assessment would follow the four Assessment Criteria and five Local Priorities listed in the RADF Guidelines with numbered scoring. Each member would then provide individual scores against the nine criteria. Scores for each individual criterion will then be averaged to collate a final assessment score out of 90.
- Members discussed a potential tiebreaker option could be the timeframe of the event i.e. the time sensitivity of receiving funding to execute the activity.
- Members acknowledged the importance of conducting a consistent, transparent and thoughtful assessment that can be well explained if queried.
- It was decided that partial funding of applications would not be considered, as this can often leave a project unviable without another funding source to compensate for the shortfall.
- Applications that are not successful in this round will be encouraged to re-submit for Round 2. Applicants will be given the option to
 1. recreate their application from scratch, or
 2. complete a supplementary form for attachment to their previous application, containing any additional questions as per the amended Round 2 form and any other supporting information.
- As per process unsuccessful applicants will be provided detailed feedback to assist them in their future application.

Individual Applications

Amanda Fernie - Teaching skills development

- This application proposes remote mentorship, an online course, and hands on tutorship to assist the applicant develop her style and brand as a Ceramic Artist and demonstrator.
- **RADF request** - \$3,148.00 Total project budget - \$5443.00
- It was noted the accommodation budget for the project - two adults and one child, for two days at each location. Members agreed that there may be a need to review and adjust accommodation budget to reflect costs for one adult.
- Members acknowledged the value developing local tutors' skills with a view to them being reinvested in future activities with community that provide long-term benefit to the region.



Group Applications

Mountain Magic Arts Inc – 2023 Mountain Magic Creative Muster

- This application proposes a weekend of creative workshops in Springsure under the instruction of seven professional tutors experienced in their field/medium.
- **RADF request** - \$ 21,296.00 Total project budget - \$36,285.51
- This event has run once before in 2022. Mountain Magic Arts Inc intended on applying for RADF funding for this previous event however round timing was not suitable. Other funding was sought to support the event.
- The group are working on a model that in future years relies less on funding and builds capacity for the event to be more self-sufficient.
- Two of the seven proposed event tutors are local.
- Members acknowledged that this project has significant economic benefit from participants travelling to the region to attend.
- Members noted the potential for partnerships with local businesses and community groups to achieve high visibility.

Central Highlands Music Festival Inc - Festival of Bands 2023

- This application proposes funding to cover hire of stage and sound equipment for an outdoor gala concert in Emerald, the culmination of wind band and choir workshops across the region with school students and community members.
- **RADF request** - \$ 11,500.00 Total project budget \$83,440.00
- This event has been held annually for the past nine years and has grown extensively during this time. Audiences have outgrown the capacity of the Emerald Town Hall and so the gala concert would need to be relocated outdoors to accommodate anticipated attendance numbers.
- Members discussed opportunities the project offered to a diverse collection of communities and participants across the Central Highlands.

Rolleston Rag Inc - Photography workshops

- This application proposes workshops held in Rolleston in photography utilising digital cameras and mobile phones through storytelling, podcasting and social media.
- **RADF request** \$7,250.00 Total project budget \$9,265.00
- Members noted the project's objective to build skills in schools and the broader community which can contribute the community's larger historical project.

		<p>Blackwater Art Society Inc - Pottery workshops with Amanda Fernie</p> <ul style="list-style-type: none"> This application proposes a series of four pottery workshops in Blackwater learning about working with clay safely, hand-building, under-glazing skills and sculptural techniques. RADF request - \$1,680.00 Total project budget - \$2,640.00 Members noted the key objective the application is focussed on building technical skills and competency in different pottery techniques. <p>Bogantungan Historical Society - Pottery workshop with Amanda Fernie</p> <ul style="list-style-type: none"> This application proposes a pottery workshop in Bogantungan where participants will learn and apply skills to create their own functional and decorative ceramics. RADF request - \$1,123.00 Total project budget \$1,423.00 Members noted the key benefit to the Bogantungan community highlighting socialisation, community connection and wellbeing. Members noted the similarity of this application to the proposal made by the Blackwater Art Society. It was suggested that the two groups could potentially apply together to create a stronger application with additional reach and impact.
6.	Minute of silence	A minute of silence was observed at 11.00am in honour of Remembrance Day.
7.	RADF applications assessment - continued	<p>Central Highlands Science Centre - Pavement mural at new location</p> <ul style="list-style-type: none"> Community workshops with a 3D chalk art specialist and creation of 3D pavement artworks at the new Outback Exploratorium site in Emerald that celebrate our unique identity and place. RADF request - \$10,000.00 Total project budget \$13,250.00 The project involves concept development with local students and five public workshops. The final work will be unveiled at the grand opening of the new precinct. Members queried the longevity of the project with chalk as the medium. It was clarified that part of the project will be painted and sealed, while the smaller chalk component would be temporary. Members discussed the potential reach of the project incorporating attendees of Outback Exploratorium activities, the broader community, and tourists. <p>Capella State School Parents and Citizens - Small Town Culture workshop with Josh Arnold</p> <ul style="list-style-type: none"> Small Town Culture workshop with Capella State School students to produce a community song and film clip to present at the 140-year celebrations of Capella in 2023. RADF request - \$6,000.00 Total project budget \$9,460.00

		<ul style="list-style-type: none"> Members noted the significance of celebrating the 140-year milestone for the Capella community. The similar project approved in last year's RADF program for Gindie was very well received by the Gindie community and beyond. The final video has been shared widely on social media.
8.	Morning tea break	11:22 – 11.45am
9.		<p>General Discussion of all applications</p> <ul style="list-style-type: none"> Members reviewed the overall scoring to confirm and validate the approach and scoring for each application. It was noted that larger scale events with higher reach, impact and visibility potential have performed better in the assessment. It was noted that the applications were well spread across the region and will provide benefit to communities across the Central Highlands. Projects which were not successful in the round were largely not time sensitive so could be resubmitted for consideration in future rounds without detriment to the project outcomes. Applicants will be provided with feedback to consider in their resubmissions and council staff remain available to assist with further feedback and advice during the preparation of their submission. Members acknowledged the importance of providing smaller towns opportunities through the program. CAE confirmed that unspent Round 1 funds will be rolled into Round 2. Rounds 2 and 3 funding have \$10,000 reserved each. It was suggested that council's Arts around August budget could potentially support activities which have merit, but were not successful through a highly competitive RADF program this year. Members discussed ways to ensure that smaller community activities are fairly weighted in relation to reach and impact. Members noted there is potential for individual applications being scored lower than groups based on reach and impact. It was agreed that more tailored assessment criteria for each category with more detailed descriptions would more easily enable equitable assessment.

10. Recommendation				
RADF 2022-2023 Round 1 Assessment Summary	Amount requested \$	Total project amount \$	Assessment outcome	Recommended approved \$
Individual applications				
Amanda Fernie	3,148.00	5,443.00	Invite to reapply	-
Group applications				
Mountain Magic Arts Inc	21,296.00	36,285.51	Approve	21,296.00
Central Highlands Music Festival Inc	11,500.00	83,440.00	Approve	11,500.00
Rolleston Rag Inc	7,250.00	9,265.00	Approve	7,250.00
Blackwater Art Society Inc	1,680.00	2,640.00	Invite to reapply	-
Bogantungan Historical Society (auspice by Gayle Donaldson)	1,123.00	1,423.00	Invite to reapply	-
Central Highlands Science Centre Inc	10,000.00	13,250.00	Invite to reapply	-
Capella State School Parents and Citizens	6,000.00	9,460.00	Approve	6,000.00
Total Round 1	61,997.00		Funding Recommended	46,046.00
<p>Motion: That the committee recommends applications be approved to the value of \$46,046.00 Moved: Cr Charlie Brimblecombe Second: Nikki Atkinson Unanimously supported by the committee.</p>				
11. Meeting Close	12:10 pm			