

## **Bass Coast Shire Council Arts and Culture Advisory Committee Expression of Interest Form and Information Sheet**

### **Context**

The **Arts and Culture Advisory Committee** have now completed their first term from September 2017 to September 2019. Highlights within Arts and Culture in Bass Coast throughout this period included:

- the restructuring of the Arts and Culture team to increase the staff and resources allocated to the domain
- the increased programming of the Wonthaggi Union Community Arts Centre
- the drafting and adoption of the new Arts and Culture Strategy 2019 -29

Bass Coast Shire Council recognises the value and importance of arts and culture in our community. From education to health; community development to urban planning; environment to economic sustainability; creativity has an important role to play providing innovative approaches to all sorts of civic challenges.

Council has a vision of a culturally vibrant community where arts, culture and creativity link people through shared activities, creating stronger communities and connections to the place for residents and visitors.

### **Introduction**

Council is seeking Expressions of Interest from residents, local artists, students and arts and cultural workers in Bass Coast to become Community Members of the Bass Coast Shire Council Arts and Culture Advisory Committee.

Terms of Reference for Arts and Culture Advisory Committee are attached.

Approximately Six (6) Community Members of Arts and Culture Advisory Committee will be appointed by Council for two (2) year term on the basis of their capacity to advise and assist Council on a range of arts and cultural issues and support arts development in Bass Coast.

Community Members will need to complete the attached Expression of Interest Form to be considered for appointment.

### **Background**

In April 2017 Bass Coast Shire Council endorsed the establishment of an Arts and Culture Advisory Committee to:

- to provide greater opportunities and better outcomes for arts and culture in the community
- to seek and develop funding opportunities
- to provide informed local community input into key Council policies which will affect arts and culture
- to keep Council informed of the artistic and cultural needs of the community
- to contribute to discussions regarding Council's priorities for arts and cultural development within the municipality
- to maintain communication and to advocate between community representatives and Council in arts and cultural related disciplines
- to contribute to the ongoing review of Council's arts and cultural programs, services and plans
- to contribute to the development and enhancement of a strong, recognisable public profile for the arts in Bass Coast.

### **Membership**

- Up to two (2) Councillors
- A core membership of approximately six (6) skilled community representatives
- A Council officer from Council's Community, Recreation and Culture Department (Note: The role of the Council officer is to provide administrative services to the Committee only, and does not include voting rights)

The makeup of the Committee will reflect:

- that they are a resident or ratepayer in Bass Coast
- they have a direct association with, and deep understanding of, the arts and cultural aspects of the Bass Coast community
- that they have a diverse range of interests and expertise to provide a balance of arts and cultural disciplines
- that they have familiarity with Council's Arts and Culture Plan, and a knowledge of Council's current arts and cultural activities and events
- that they demonstrate capacity to consider the direction of cultural opportunities in a fair and equitable manner
- that they are able to work as part of a team

### **Time Commitment**

The Arts and Culture Advisory Committee will meet bi-monthly with no less six (6) meetings held in any one year. Meetings will be for a period of 2 hours with a provision to extend for a further ½ hour by agreement between Committee members.

## Expression of Interest Process

Approximately six (6) Community Members of the Arts and Culture Advisory Committee will be appointed by Council for two (2) year term. Community Members will be appointed by Council through an Expression of Interest process and must complete the attached Expression of Interest Form to be considered for selection.

**Completed Expression of Interest Forms must be received at Council by 5.00pm Friday, 1 November 2019**

## Further Information

Any questions about the Arts and Culture Advisory Committee or the Expression of Interest process should be addressed to Council's Team Leader, Arts and Culture, David Burrows, on 5671 2414 or via email at [david.burrows@basscoast.vic.gov.au](mailto:david.burrows@basscoast.vic.gov.au)

<b>Timeline – Bass Coast Shire Council Arts and Culture Advisory Committee</b>	
Call for Expressions of Interest	1 October – 1 November 2019
Membership recommendations to Council	December 2019
Notification of BCSC Arts and Culture Advisory Committee	December 2019
First meeting of the Committee	February 2020

All members and vacancies will be appointed following this expression of interest process and will be appointed by Council.

The Chair will be a Councillor, nominated at the first meeting each year.

Additional persons may be invited to attend meetings at the discretion of the Committee to deal with special items, give specialist advice or for professional development.

All members will represent the interests of the community and cannot deem a commercial benefit.

In the event of the Chairperson being unable to attend a meeting, the Committee will appoint an alternate Chair for that meeting.

## Expression of Interest Form

### Community Member – Bass Coast Shire Council Arts and Culture Advisory Committee

(Expression of Interest Forms must be received at Council by 5.00pm on Friday 1<sup>st</sup> November 2019)

Name:	
Address:	
Phone:	Mobile:
Email:	
Please nominate an individual who can support your Expression of Interest:	
Name	Telephone
The makeup of the Committee will reflect: <ul style="list-style-type: none"><li>• that they are a resident or ratepayer in Bass Coast</li><li>• they have a direct association with, and deep understanding of the arts and cultural aspects of the Bass Coast community</li><li>• that they have a diverse range of interests and expertise to provide a balance of arts and cultural disciplines</li><li>• that they have familiarity with Council's Arts and Culture Plan, and a knowledge of Council's current arts and cultural activities and events</li><li>• that they demonstrate capacity to consider the direction of cultural opportunities in a fair and equitable manner</li><li>• that they are able to work as part of a team</li></ul>	
The following questions are asked to assist Council in the appointment of Community Members with a broad cross-section of skills, networks and experience.	
Describe your area of art or cultural practice?	

List any arts or cultural networks you currently are a member of:	
Within Bass Coast Shire Council	Outside Bass Coast Shire Council
Describe any arts issues or initiatives that you have supported or advocated for and outline your involvement:	
Issue / Initiative	Your Involvement / Support
What are your links to Bass Coast Shire Council and what communities or locations are these links with?	
Link	Location

What are your skills and/or experience that would be relevant to Arts and Culture Advisory Committee e.g. business management, qualifications?

Why do you want to become a Community Member of Arts and Culture Advisory Committee?

Any other comments you would like to make in support of your Expression of Interest to be appointed as a Community Member on the Bass Coast Shire Council Arts and Culture Advisory Committee.

When would you be available to attend Arts and Culture Advisory Committee meetings?  
(please tick which days and times would be suitable)

Day	Morning	Afternoon	Evening
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Signature:		Date:	

Please return Expression of Interest Forms by post or email to:

David Burrows

Team Leader Arts and Culture

Bass Coast Shire Council

PO Box 118

Wonthaggi 3995

Tel: 5671 2414

Email: [david.burrows@basscoast.vic.gov.au](mailto:david.burrows@basscoast.vic.gov.au)

**Expression of Interest Forms must be received at Council by  
5.00pm Friday 1 November 2019**