

2014 Key Arts Organisation Funding

KAO APPLICATION Assessment Form (internal assessors)

Application 2014KA005 from Artsound FM

KAO Assessment (internal)

Organisation name	Artsound Name of applicant organisation.
Preliminary meeting with artsACT	01/05/2013 Date of meeting
Arts Support Officer name	Ms Narelle Marlow Name of initial assessor
Date of initial assessment	24/09/2013

Assessment Criteria

Applicants to the Key Arts Organisation Funding category must submit a:

- five-year Business Plan that includes all information requested in the Business Plan Framework; and
- copy of the organisation's most recent audited financial statements.

Applications are assessed against the following criteria:

1. High quality programs, services and/or facilities that foster artistic innovation and creative thinking and provide critical arts infrastructure in the ACT on an ongoing basis;
2. An organisation that strongly develops arts practices and is responsive to community needs, enabling high participation and access opportunities with the arts for the ACT community;
3. A comprehensive, detailed and strategic Business Plan that provides all relevant information requested in the Business Plan Framework; including an outline that demonstrates how your organisation contributes to the four principles of the ACT Arts Policy Framework;
4. Sustainable and sound financial position, and a budget that represents value for money and includes a diversity of income; and
5. A board and employees that provide strategic and expert governance, management, business, financial, legal, artistic and administrative skills.

Business plans, programs and outcomes should demonstrate how the proposed organisational goals and activities respond to the ACT Government Arts Policy Framework. Refer to the 2014 Key Arts Organisation Funding Guidelines for detailed information about the funding category.

Criterion 1.

High quality programs, services and/or facilities that foster artistic innovation and creative thinking and provide critical arts infrastructure in the ACT on an ongoing basis.

Unsatisfactory
select one

Comments (1)

Panel meeting: The organisation facilitates and promotes arts access and community participation but does not specifically focus on arts development, excellence or diversity. The organisation could take further advantage of its high quality facility such as showcasing 'sound' as an art form or the development of arts contents including radio plays and poetry. The quality

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of the sound/broadcasting is very high. It provides training courses but the opportunities are not effectively promoted on its website. The organisation lacks youth representation and input, which may account for its conservative programming.

KAOs are expected to have clearly defined roles in the ACT arts sector and have significant levels of achievement in supporting, developing and advancing the arts. Comment on the organisation's program, its consistency with the business plan goals, and how effective the organisation is likely to be in delivering relevant and high quality services to the ACT community. Organisations managing ACT Government facilities are obligated to strategically consider their program activities in light of the capability afforded by the facility.

Criterion 2.

An organisation that strongly develops arts practices and is responsive to community needs, enabling high participation and access opportunities with the arts for the ACT community.

Satisfactory
select one

Comments (2)

Panel meeting: The organisation has a good presence within the arts community and does include a focus on the recording and broadcasting of local artists, and providing outside broadcasting, and servicing sectors of the community including digitisation of archive material. It provides a training ground and pathways for people interested in radio, but this could be further developed, promoted and used as an ideas generator and/or a focus on young/emerging presenters. The training and class programs are seen particularly as areas for future growth and could be used to generate new creative programs and income streams. The target audience is limited by its current programming (narrow range of genres across jazz, folk and classical but no contemporary, sound or rock/alternate music) and new activities could be developed for artists to 'buy in' to the program. Expanding pools of presenters through the training program would also help the station build new audiences. Its outreach activity could be further developed, for example, the organisation may wish to consider opportunities possible through the National Curriculum. It was noted also that the website would benefit from redevelopment and that information about classes was difficult to access through this interface.

The ACT Government provides funding to KAOs to maximise community access to and engagement with the arts. Considerations include how the organisation identifies and responds to community needs, and mechanisms to enable access and participation for all members of the ACT community including those most vulnerable. Comment on any new projects or programs and their strategic basis, as well as the organisation's relationships with other KAOs and any program overlaps.

Criterion 3.

A comprehensive, detailed and strategic Business Plan that provides all relevant information requested in the Business Plan Framework; including an outline that demonstrates how your organisation contributes to the four principles of the ACT Arts Policy Framework.

Satisfactory
select one

Comments (3)

Panel comments: The panel questioned the fit of Artsound as a key arts organisation. artsACT advised its inclusion in the KAO program was historical and related to its ACMA agreement where KAO funding provides security of funding for five years, and the government's capital expenditure for its facility. The panel noted the Business Plan provided was comprehensive but excessive in length and questioned its usefulness as a working document for staff and management. It also noted the plan was submitted with track changes. The plan did demonstrate the organisation's self-awareness of its strengths and weaknesses but may have addressed these concerns in greater detail. The panel also noted that there were no tangible targets set for the organisation to be measured against. A review of its proposed staffing structure was recommended as there appeared to be multiple management (marketing, business, general manager) positions that could potentially be consolidated into full-time positions. The panel also suggested the roles may not be appropriate to the needs of the organisation, for example, a volunteer co-ordinator may be a useful addition considering the high level of volunteers involved.

Comment on the Business Plan and whether it includes all the required information (including Purpose; Executive Summary; Context; Goals; Key Performance Indicators; Strategies; Artistic Program; Marketing Plan; Financial Plan; and Management Plan). Comment on significant opportunities or challenges for the organisation.

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Criterion 4.

Sustainable and sound financial position, and a budget that represents value for money and includes a diversity of income.

Satisfactory
select one

Comments (4)

Panel comments: The organisation is operating within its means but did not fully justify its case for the proposed staffing structure, although the demands on the existing staff were noted. The panel recommended that an independent review of the management structure would benefit the organisation and allow it to consider a staffing structure that would better serve its purposes. The proposed increase in staffing salaries was not reflected in the budget, however the proposed income generated from the sponsorship manager is. The organisation has a strong record of fundraising but could better maximise its commercial potential through its training programs and studio hire. The 2% administrative efficiency was also not reflected in the budget.

Comment on the organisation's financial position and its budget, including an analysis of the projected income and expenditure and if it includes income from a diversity of sources. Applications must represent value for money in both the level of funding and quality of the programs and services. Any increased funding request must be described and substantiated in detail.

Criterion 5.

A board and employees that provide strategic and expert governance, management, business, financial, legal, artistic and administrative skills.

Satisfactory
select one

Comments (5)

Panel comments: While the Board membership is sound it appears to be excessive in numbers and lacks youth input and/or representation and diversity.

Comment on the organisation's governance and management team and if their collective experience and qualifications are appropriate to enable the organisation to deliver the objectives of the business plan. Collectively, individuals on the board should have strategic and expert governance, management, business, financial, legal, artistic and administrative skills. Other considerations include succession planning, conflict-of-interest policy and procedures, and appropriate professional development for the staff and board.

Other considerations

Provide a brief comment on:

- the organisation's acquittal history including timeliness and provision of all requested information;
- the appropriateness of how the organisation acknowledges ACT Government support; and
- any other identified issues or comments not previously noted.

Other comments

Briefly address the points under 'other considerations'.

Save your work

Program Manager, Key Arts Organisations

Program Manager name

Ms Mia-Lee Ching

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Application 2014KAO05 from Artsound FM

Recommended for funding Yes**Program Manager comments**

ArtsSound's core operational costs should in principle be supported by broadcasting funding channels. Its Business Plan and activities are not strongly aligned with the criteria of the Key Arts Organisation Category, particularly those relating to creative innovation and arts development. It is recommended that the organisation is provided with one year of Key Arts Organisation Funding at current level. To enhance creative outcomes from this organisation, future applications to the ACT Arts Fund should focus on creative programs and activities exclusively and should be considered in the Program Category. Provide key comments here. Consider how this assessment fits with the considerations of peer assessors.

Date of clearance 11/10/2013

Save your work

Manager, Arts Support**Manager name** Mr Robert Piani**Recommended for funding** Yes**Manager comments**

Assessment comments noted. It is recommended that ArtSound be funded in the Program category for two years at its current funding of \$65,500 plus an increase of 2.25% for CPI in 2014 being \$67,000 plus CPI in 2015 pending budget availability, subject to ministerial approval and conditional on ArtSound presenting a revised program and budget that clearly articulates what arts development program/s the ACT Arts Fund will support.

Key notes only.

Date of approval 17/10/2013

Save your work

CM Ministers
(Number if available)

Trim Number
M-13/2136

Ministerial / Correspondence Tracker

Date Due to Minister's Office 26/11/13	Date Due to Director-General 25/11/13	Date Due to Organisational Governance 22/11/2013	Date Due to Executive Director HACS 22/11/13	Date Due to Director 21/11/13
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Subject: 2014 ACT Arts Fund Key Arts Organisation Funding recommendations

WHAT IS REQUIRED

- ☐ Correspondence
 ☐ Meeting Brief
 ☒ Brief
 ☐ Question on Notice
☐ Media/ Function
 ☐ Dot points
 ☐ Other Letter

IN OFF FOR RESPONSE

Director-General	Natalie Howson	cc	Date	26/11/13
Deputy Director-General	Sue Chapman	cc	Date	21/11/13
Organisational Governance				
Finance and Budget				
Executive Director HACS	Bronwen Overton-Clarke	Be	Date	26/11/13
Senior Director	David Whitney	DW	Date	21/11/13
Business Unit Name	artsACT			
Senior Manager	Robert Plant	P	Date	21/11/13
Action/Contact Officer	Mia Ching		Telephone	72379

CHECK LIST

- ☒ Original Documentation
 ☐ Reply
 ☐ Any attachments
☐ Notify DLO that dot points for Minister Burch
 Speech (Attachment __) Media alert (Attachment __) Media release (Attachment __) need to be provided to
 Media Advisor via TRIM Notified / / 20 Initials _____
☐ Directorate camera required (book through Outlook calendar at [CSD Media Camera](#))
☐ Directorate banner required (book through Outlook calendar at [CSD Media Banner](#))
☐ Material to be uploaded to CSD Internet (email [CSD Webmaster](#) - allow 3 working days)

Organisational Governance use only

☐ CM Function Brief Mailbox (CM Events only)

To be completed by Minister's Office

☐ Satisfactory
 ☐ Unsatisfactory

Comments:



ACT
Government

Community Services

*Notes: Art Sound
brief & letters signed by
min. gto.
Please action accordingly with 110
meetings of KAOS.
mkt - 3 out with Proposed/Program
DA
29/11/13*

Date 26 November 2013

To Minister for the Arts
 • Director-General
 • Deputy Director-General

From Executive Director, Housing and Community Services

File no M-13/2136

Subject 2014 ACT Arts Fund – Key Arts Organisation Funding

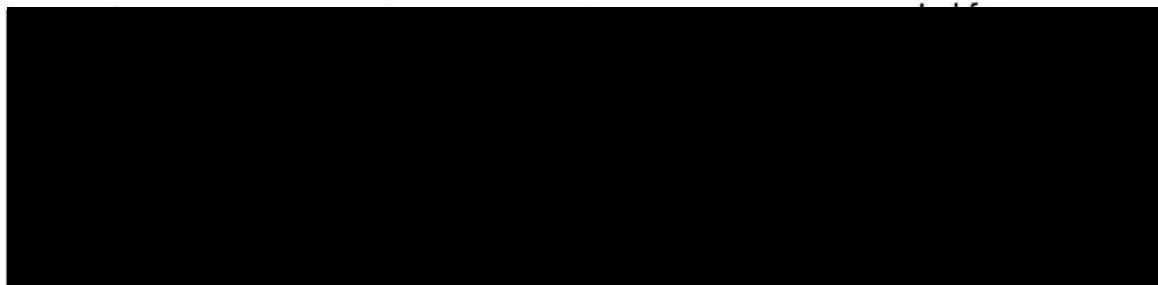
Critical Date

Standard: A decision by mid December 2013 would allow for timely advice to Key Arts Organisations for their planning for 2014.

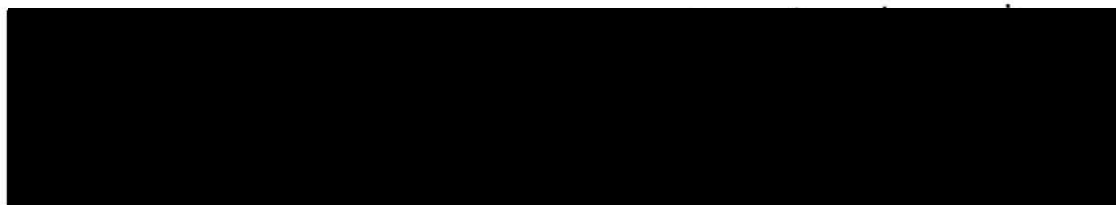
Sensitivities

You should note any perceived conflicts of interest you may have with the recommended applications. Should there be any conflicts of interest, those applications may need to be separately approved by the Director General, as an audit requirement.

In line with artsACT strategic directions as outlined in the 'Landscape' brief which you have agreed, the following sensitivities are noted.



ArtSound is recommended for funding however, through the Program category and not the Key Arts Organisation Category, as the Program category better aligns with the programs provided by ArtSound. The organisation will be disappointed about the change in funding categories.



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Purpose

To seek your approval of funding for applications to the 2014 ACT Arts Fund Key Arts Organisation (KAO) funding category.

Background/Issues

KAO funding supports organisations that provide critical arts infrastructure in the ACT through programs, services and/or facilities that enable strong access to and engagement with the arts on an ongoing basis for the ACT community. KAO funding is provided for up to five years.

The funding agreements of six KAOs expire on 31 December 2013. These are ArtSound FM, [REDACTED] The

A panel of independent peer representatives met on 23 September 2013 and assessed the applications against the KAO assessment criteria and guidelines at Attachment A.

The panel comprised:

- o Ms Philippa Buining [REDACTED]
- o Mr Tobias Cole ([REDACTED])
- o Ms Julie Dyson ([REDACTED])
- o Mr Rafe Morris [REDACTED]
- o Ms Barbara McConchie [REDACTED] and
- o Ms Melanie Tait ([REDACTED])

Detailed assessment of the applications is at Attachment B, and includes consideration of the panels' assessment, the ACT arts landscape and the available budget. The recommendations for funding are at Attachment C.

Media Issues

A Media Release is at Attachment D. Applicants will need to be notified before this is released. artsACT will liaise with the Communications unit and the Minister's Office on this timing. There is likely to be media interest in the funding announcement and proposed changes to the ACT Landscape.

Consultation

artsACT met with all applicants prior to receiving the applications to discuss their future proposals. An independent peer panel assessed the applications. artsACT will meet with all organisations to discuss funding outcomes and future funding directions.

Letters from you to the [REDACTED] are attached. It is recommended that artsACT write to ArtSound FM, [REDACTED] given the unfavourable funding outcomes.

Financial Implications

Funding is available from the 2014 ACT Arts Fund budget for the amounts being recommended.

Recommendation

That you:

- note the Key Arts Organisation funding guidelines at Attachment A;
- note the assessment of Key Arts Organisation applications at Attachment B;
- approve the funding recommendations at Attachment C;
- approve the media release at Attachment D;
- sign the letters at Attachment E;
- note any conflicts of interest; and
- note the information in the brief.

[REDACTED]
Bronwen Overton-Clarke
Executive Director

AGREED/ NOT AGREED/ PLEASE DISCUSS

/November/2013

Joy Burch MLA
Minister for the Arts

ATTACHMENT B

KEY ARTS ORGANISATION FUNDING ASSESSMENTS**ArtSound FM****Background**

ArtSound FM is a community radio station located at the Manuka Arts Centre. It occupies high quality facilities including a recording studio, broadcast and editing suites as well as administration offices. Much of the funding for the studio fit outs and equipment has been achieved through private donations and sponsorship. The ACT Government provided some \$500,000 capital funds for the original studio fit out in 2006.

ArtSound FM broadcasts to the Canberra and Queanbeyan regions 24 hours a day, 12 months of the year. As part of a national classical music network of public radio broadcasters, ArtSound FM relays and downloads most of the programs presented as part of this substantial on-air program. ArtSound's locally produced programming includes folk, jazz, world and classical music concerts and festivals. ArtSound promotes and disseminates information for the ACT arts sector and provides training and courses in radio broadcasting to the local community. ArtSound provides support to the ACT Music community through live music recording and performance, local broadcast and global streaming. It also offers archival services to the ACT community. The longer term location for ArtSound will also need to be considered, including at the Kinston Arts Precinct, given the proposed plans to redevelop the Manuka Oval site. ArtSound is part of a local ACT public radio network including 2XX, Radio for the Print Handicapped, Multicultural Radio and Valley FM.

Funding Request

ArtSound is applying for \$126,482 per year plus CPI of 3% in the out years. It currently receives \$65,500 per year. The increase in request of \$60,982 is to support two new part time positions, a Marketing and Sponsorship Manager, and an Operations Officer.

Assessment

The panel noted that ArtSound has a good profile within the arts community with a focus on recording and broadcasting local artists and servicing sectors of the ACT community, for example, the digitisation of archive material.

The panel commented that although the organisation delivers a quality program, facilitates and promotes arts access and community participation, as a broadcaster it does not specifically address criteria one with regards to excellence or diversity in the delivery of arts specific outcomes. The panel noted the on air training programs as areas for growth and the broadening of genre programming could potentially attract new audiences.

In relation to criteria two, the panel noted, as a broadcaster, its core business has limited outcomes in developing artists' practices. However, the panel considered the organisation could more effectively utilise its high quality facility by developing specific arts focused programming such as showcasing 'sound' as an art form or partnering with other organisations to produce and broadcast radio plays, poetry etc.

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The panel also considered that while the board membership has a sound mix of skills, it is too large and lacks youth input and/or representation. Given its focus on broadcasting rather than the generation of artistic activity, the panel questioned the fit of ArtSound within the Key Arts Organisation (KAO) category.

artsACT advised its inclusion in the KAO program is historical. This related to there being no Program Category established at the time of initial funding and the Government's facility investment in ArtSound, and that the Australian Communications and Media Authority funding was for a five year cycle.

Based on the panel advice, artsACT recommends ArtSound's core operational costs should be supported by broadcasting, member and other funding channels. Its business plan and activities are not strongly aligned with the criteria of the KAO category, particularly those relating to creative innovation and direct arts development.

Funding Recommendation

It is recommended ArtSound is offered two years of funding through the Program category from 2014-2015 at its current level plus CPI. This equates to \$67,000 per year. To enhance creative outcomes from this organisation, future programs will need to align to the ACT Arts Policy Framework, the Program category guidelines and focus on arts development through creative programming. The funds will need to specifically align to support arts development programs as above and not core funding to radio station. ArtSound FM will be encouraged to continue to secure funding through other government and non-government sources for core costs and particular programs such as the *Silver Memories* Program currently funded through the ACT Health Directorate.

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ACT Arts Fund

Key Arts Organisation Funding Guidelines

March 2013

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1. About the Category

Key Arts Organisation Funding supports organisations that provide critical arts infrastructure in the ACT through programs, services and/or facilities that enable strong access to and engagement with the arts on an ongoing basis for the ACT community.

Key Arts Organisations are expected to have clearly defined roles in the ACT arts sector, have significant levels of achievement in supporting, developing and advancing the arts, and have strong governance and financial management. This will be evidenced through detailed reporting including high audience and/or membership numbers, a high level of participation in programs and access to services, as well as peer recognition and critical review.

The ACT Government requires a high degree of confidence in a Key Arts Organisation to deliver its objectives, and will have a close funding relationship with the organisation.

Key Arts Organisation Funding provides organisations with increased security and the ability to plan and operate strategically. This also provides organisations with an increased ability to leverage income from other sources and, therefore, an increased capacity to provide quality and accessible programs and services in a sustainable way.

2. Eligibility

Applicants must be ACT-based, not-for-profit incorporated arts organisations. In addition, applicants must meet with artsACT prior to lodging an application. Please call artsACT on (02) 6207 2384 to arrange online access to the application form and a suitable time to meet, **at least four weeks** prior to the closing date for applications.

3. Period of Funding

The ACT Government provides Key Arts Organisations with funding for up to five years. This significant initiative recognises the need for sustainable funding and assists organisations with their strategic planning, attracting and retaining arts workers, and building longer-term relationships with the private sector. Therefore, business plans need to be for a five-year period.

Should the ACT Government consider that five years of funding is not appropriate, depending upon the strength of an application and the position and achievements of the organisation in the arts sector, one to four years of funding may be provided with appropriate conditions attached.

4. Assessment Process

Applications are assessed on merit against the assessment criteria, and in the context of the ACT Government's Arts Policy Framework. The programs of the Key Arts Organisation will need to demonstrate how they contribute to the four principles of the Policy Framework.

Applications for Key Arts Organisation Funding will be considered by a panel of art form specialists. This will include an assessment of the organisation's Business Plan, artistic and cultural development, the program and budget, history and relevance in the ACT arts landscape, the outcomes it has achieved to date and its future directions. Applications are also considered in the context of currently funded Key Arts Organisations, the strengths and weaknesses of the ACT arts sector, and if there are any program/service overlaps.

Business plans, programs and outcomes including social and economic should demonstrate how the proposed organisational goals and activities respond to the ACT Arts Policy Framework. Organisations should also consider current Arts Policy priorities including collaborations and partnerships, residencies, and arts hubs where appropriate.

Funding recommendations are provided to the Minister for the Arts, who will make the final funding decision.

5. The Assessment Criteria

Applications will be assessed against the following criteria:

1. High quality programs, services and/or facilities that foster artistic innovation and creative thinking and provide critical arts infrastructure in the ACT on an ongoing basis;
2. An organisation that strongly develops arts practices and is responsive to community needs, enabling high participation and access opportunities with the arts for the ACT community;
3. A comprehensive, detailed and strategic Business Plan that provides all relevant information requested in the Business Plan Framework; including an outline that demonstrates how your organisation contributes to the four principles of the ACT Arts Policy Framework;
4. Sustainable and sound financial position, and a budget that represents value for money and includes a diversity of income; and
5. A board and employees that provide strategic and expert governance, management, business, financial, legal, artistic and administrative skills.

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Applicants to the Key Arts Organisation Funding category must submit a:

- completed online application form;
- five-year Business Plan that includes all information requested in the Business Plan Framework; and
- copy of the organisation's most recent audited financial statements.

Applicants to the Key Arts Organisation Funding category may submit online relevant support material that demonstrates the achievements of its programs. The support material should be attached to your online application and be limited to any two items. Preferred file formats are, for text files (Word, PDF); for image files (JPEG, PNG); for audio files (MP3); and for video files (MP4).

6. Business Plan Framework

The ACT Government, together with Australian and other State and Territory Government arts agencies, has agreed to a standard Business Plan Framework to be used by all applicants to the Key Arts Organisation Funding category.

The Business Plan must include the following key information:

- Purpose
- Executive Summary
- Context
- Goals
- Key Performance Indicators
- Strategies
- Artistic Program
- Marketing Plan
- Financial Plan
- Management Plan (including Organisational Structure, Governance, Succession Plan, and Risk Management).

Key Arts Organisations that manage an ACT Government arts facility must also include a comprehensive and strategic management plan for the facility, either integral to the Business Plan or as a separate part of the Business Plan.

7. Assessment Timeline

The assessment process normally takes about four to five months to complete. artsACT will acknowledge receipt of an application and advise applicants of the outcome of the application as soon as a decision has been made by the Minister for the Arts. The Minister will publicly announce successful applicants after organisations have been informed directly by artsACT.

8. Funding Request

Applicants should note that the ACT Arts Fund has limited funding and is highly competitive. Therefore, the amount of funding requested should be commensurate with the benefit to the ACT community and the organisation's artistic and administrative experience.

Key Arts Organisations are strongly encouraged to seek income from a variety of sources, both Government and non-Government. Key Arts Organisations are expected to creatively consider other ACT Government funding opportunities and regularly apply for Australian Government or other funding.

Where an applicant has previously received funding or is currently receiving funding, any increased funding request must be described and substantiated in detail, including a description of the benefits from the additional funding. If the increase in funding has a number of components, these need to be individually described in detail including separate budget amounts for each component and a description of the benefit of each new component.

Applications must represent value for money in both the level of funding and quality of the outcomes to be achieved. Applicants cannot be guaranteed funding to the full amount requested or at the same level as any previous funding. There is no actual or implied guarantee of future funding after the expiration of any current funding.

9. Access to Other artsACT Funding

It is expected that a Key Arts Organisation has appropriately allowed for all program and administrative costs for the period of funding to deliver its services and therefore would not be eligible to apply for further funding through the ACT Arts Fund, unless specifically identified by artsACT.

10. Policy and Strategic Direction Statements

The ACT Government, through artsACT, has prepared an ACT Arts Policy Framework. It has also developed strategic directions statements for dance, theatre, and audience development as well as a Film Sector Forward Plan and Youth Music Forward Plan. The ACT Arts Policy Framework and Strategic Direction Statements provide direction for how the ACT Government funds and supports the development of the arts in the ACT. They also provide direction for the various art-form sectors and related areas of focus, and identify priorities to achieve outcomes based on resources and opportunities.

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Key Arts Organisations are required to operate within the contexts defined by relevant ACT Government arts policy and strategic directions statements. Relevant policy documents can be found on the artsACT website at <http://www.arts.act.gov.au/policy>

11. Collaborations and Partnerships

Key Arts Organisations are encouraged to collaborate and partner with other Key Arts Organisations, arts and community organisations, groups and artists in delivering arts activities. Collaborations and partnerships between Key Arts Organisations provide an opportunity for encouraging creative dialogues, reducing duplication and maximising the use of resources. Collaborations should be mutually beneficial.

Collaborations and partnerships should be carefully planned for and therefore clearly articulated in a Key Arts Organisation's program and budget, for consideration by artsACT as part of the standard reporting requirements.

12. Financial Position

Key Arts Organisations are expected to have sound financial positions through responsible financial management and are strongly advised to seek independent expert advice from a qualified accountant (either through the board or from co-opted advice) to ensure long-term viability.

As part of responsible financial management, the ACT Government strongly encourages Key Arts Organisations to build and maintain reasonable cash reserves through end-of-year surpluses. A benchmark for end-of-year surpluses is the achievement of a minimum surplus of 10% of the annual gross income of the organisation. Repeated unplanned deficits will be considered to reflect unsustainable business management and will be an important factor in the assessment of future applications.

Cash reserves can assist organisations in their long-term sustainability, support any unforeseen circumstances or to establish any new initiatives. The level of cash reserves should be relative to the nature of the organisation's activities, the risks associated with its activities, and the annual gross income of the organisation. A benchmark for cash reserves is the maintenance of a minimum of 10% of the annual gross income of the organisation.

It is also important that Key Arts Organisations have appropriate provisions, for example, for staff liabilities.

Financial ratios can also be highly valuable tools in assessing the financial position of an organisation from year to year.

Ratio analysis is primarily used to compare an organisation's financial figures over a period of time. Through this analysis, organisations can identify trends, positive and negative, and

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adjust business practices accordingly. A benchmark recommended for Key Arts Organisations is to have a current ratio of 2:1; that is, for every \$1 in current liabilities there should be \$2 in current assets, demonstrating the organisation's capacity to pay its debts.

13. Operations

Key Arts Organisations should be mindful that the ACT Government provides funding on the basis of clear benefits to the ACT community. While organisations may have national or international or other growth aspirations, core infrastructure support for the ACT community remains essential.

It is not expected that Key Arts Organisations can meet all community demand or expectations for their programs. Key Arts Organisations need to consider their available resources when developing their programs and services. This is to ensure that its programs and services are delivered within available resources and in a sustainable way. Particular attention should be given to staff structure, hours and salaries that would appropriately support the programs or services provided, and would attract suitable qualified people. Organisations in their business planning should include some budget for the professional development of staff.

All employers are required to observe the National Employment Standards under the Fair Work Act and to provide a Fair Work Information Statement for staff. The Fair Work Ombudsman site has information and resources for employers, including templates for engaging staff, keeping employee records and terminating employment and can be accessed through this link. <http://www.fairwork.gov.au/resources/pages/default.aspx> Organisations are encouraged to seek independent legal advice whenever developing or updating standard work contracts and policies.

Please note that the *Working with Vulnerable People (Background Checking) Act 2011* commenced on 8 November 2012, with individuals working or volunteering in 'Activities or Services for Children' having until 7 November 2013 to become registered. Individuals working or volunteering with other groups of vulnerable people will need to register between years two and six of the scheme's operation. The Act aims to reduce the risk of harm or neglect to vulnerable people in the ACT and requires people who have contact with vulnerable people while engaging in regulated activities and services to register with the Office of Regulatory Services (ORS). This will have implications for all ACT Key Arts Organisations. For more information please check the website: http://www.ors.act.gov.au/community/working_with_vulnerable_people.

14. Arts Facilities

A number of Key Arts and Program Funded Organisations manage ACT Arts facilities. Arts facilities provide significant infrastructure for a range of arts activity, programs and services for the ACT. While each facility may provide a differing range of arts services, they are all connected in the principal aim of support for arts practice for the wider ACT community. Access to these facilities is highly valued by artists, arts organisations and by the broader ACT community. Arts Hubs are artistic and organisational clusters promoting a precinct, member organisations and the arts. A hub is a structure supporting, enhancing and promoting the valuable work already done by arts organisations. Creating new physical and virtual arts hubs as well as enhancing existing arts hubs to build vibrancy in the local arts sector is a key priority of the ACT Government.

Government arts facilities need to be professionally managed to ensure they remain sustainable, accessible and customer focused, support high quality contemporary arts activities and engage the broader ACT community with opportunities to participate in the arts. The Licensee, in managing the facility on behalf of the Government, is responsible for ensuring that these aspects are provided in an efficient, effective and safe manner within the available resources, and maximise opportunities afforded to the organisation provided through the facility.

Organisations that are responsible for managing an ACT arts facility are a current focus of the ACT Government. These organisations/facilities may be considered separately in any application process.

Organisations managing ACT Government arts facilities are obligated to strategically consider their program activities in light of the capability afforded by the facility. Organisations must carefully consider potential revenue streams and artistic opportunities that the facility may support and how to maximise the benefit of the facility for the ACT community.

15. Governance

The ACT Government considers that strong governance of an organisation is essential to its sustainability and viability. This is particularly important in the context of five years of funding. Strong governance is achieved by, amongst other features, board members having a clear understanding of their role and responsibilities, particularly their legal obligation, including to act in good faith in the best interests of the organisation for a proper purpose.

Collectively, individuals on the board should have strategic and expert governance, management, business, financial, legal, artistic and administrative skills to achieve the objectives of the organisation.

It is strongly encouraged that boards refer to information and/or courses available on governance. The Australia Council for the Arts has published a general information booklet on governance called On Board, which is a useful resource in this regard.

Creative Partnerships Australia (formally Australia Business Arts Foundation) also provides courses/workshops on boards.

An important aspect of robust governance is succession planning. Boards are encouraged to carefully consider succession planning, including identifying key competencies and appropriate length of service, particularly in relation to office holding positions, to ensure an appropriate turnover of suitably experienced membership. The Creative Partnerships Australia's boardBank may be of assistance when identifying potential candidates for board succession.

Key Arts Organisations are responsible for meeting national best-practice standards for board governance and board-member conduct. In this context, the artsACT requires that office bearers of boards be independent of business, management and/or artistic relationships with the organisation. Furthermore, the artsACT requires that a majority of board members should also be independent. This is to ensure that office bearers or other members do not and are not seen to unfairly influence or benefit from opportunities that may arise through their participation in decision making for the organisation. It is also important when managing perceptions of conflict of interest in the broader community. To allow organisational members and the community to have direct input into board decisions, boards can establish sub-committees to provide advice and inform board discussions.

16. Conflicts Of Interest

The ACT Government requires all Key Arts Organisation to have in place formal conflict of interest management policies and procedures. The policy/procedures need to include that any board or staff conflicts are declared, discussed and decision made on how the conflict will be managed at board meetings. Conflict of interest policies and procedures should be submitted as part of your organisational business plan and reported against in acquittals.

In general, Key Arts Organisation should limit, to the maximum extent possible, actual or perceived conflicts of interests. Sub-committees including external representatives can be used to assist with avoiding conflicts of interest.

Key Arts Organisations should carefully consider any board or staff member accessing the programs or services offered by the organisation. This is particularly relevant where any member receives, or is perceived to receive any preferential treatment, or receives a benefit not available to the broader community.

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17. Programming

The ACT Government provides funding to Key Arts Organisations to maximise community access to and engagement with the arts. Funding is on the basis of organisations continuing to deliver high quality arts activities and outcomes accessible to all members of the ACT community, including those who may face barriers to participation.

18. Reporting Requirements

Key Arts Organisations are expected to provide comprehensive, detailed and timely reporting through the annual acquittal and annual revised program and budget process, as outlined in the Deed of Grant. These reports provide critical information on the outcomes the organisation achieves against its business plan and the future directions of the organisation in the context of a changing environment.

Late or inadequate reporting may result in delays to grant payment.

All formal correspondence regarding Key Arts Organisation Funding is addressed to the Chair and must be presented to the board through the Chair. artsACT can only accept a response from the Chair and not from organisational staff.

19. Acknowledgment of Funding

As a requirement of the Deed of Grant, Key Arts Organisations must appropriately acknowledge ACT Government funding and support. ACT Government support must be acknowledged on all material (either hard copy or electronic), including letterheads, websites, newsletters, media releases, advertisements, programs, broadcast emails, invitations and any other promotional material.

Acknowledgement also needs to be made in formal speeches, such as at launches and openings. Acknowledgment must be proportionate to the ACT Government's level of funding compared to other funding received.

Acknowledgement must include the use of the ACT Government logo in conjunction with the words 'Supported by the ACT Government'.

Further information about the requirement to acknowledge ACT Government can be accessed through the artsACT website at: <http://www.arts.act.gov.au/resources/logos-and-branding>

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20. Special Funding Conditions

artsACT reserves the right to make any special conditions of funding in the Deed of Grant including to address board independence, conflicts of interests and/or preferential treatment.

21. On-Notice Provisions

An organisation in receipt of Key Arts Organisation funding may be placed 'on notice' where the ACT Government considers that the organisation is not strongly meeting the criteria of the Key Arts Organisation Funding category or fulfilling the goals and key performance indicators outlined in the organisation's Business Plan. An on-notice period will normally be for one year, or until the expiry of the current Deed of Grant.

Organisations placed on notice will be provided with direction on the objectives the ACT Government is seeking. Should the organisation not meet these objectives within the notice period, the ACT Government may cease funding to the organisation.

22. Revocation of Funding

Funding may be revoked during the term of a Deed of Grant where:

- the organisation breaches its Deed of Grant;
- an organisation does not substantially meet the outcomes and performance measures as agreed;
- there has been a significant change in the activities/circumstances of the organisation;
- the organisation operates illegally, ceases to operate, or enters into liquidation or receivership; or
- the ACT Government reduces or does not provide funding for the ACT Arts Fund.

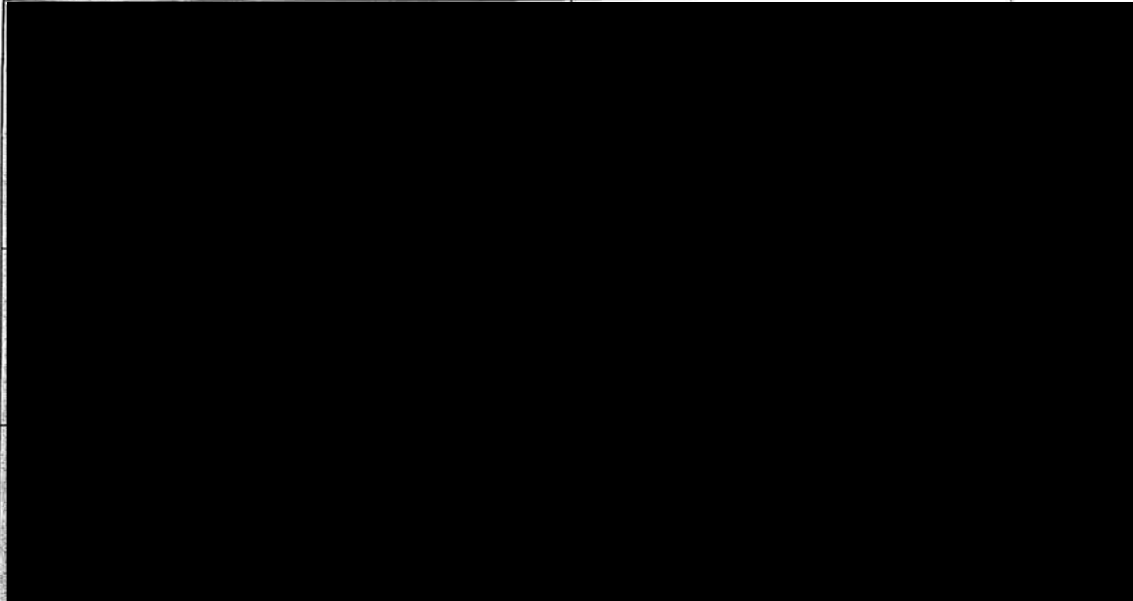
Where an organisation's funding is revoked, six months transitional funding may be offered, or, depending on the circumstances, funding may cease immediately.

23. Referral of Applications

artsACT may offer program funding where an application has not strongly addressed the assessment criteria for Key Arts Organisation Funding and therefore is not recommended in this category.

ATTACHMENT C

KEY ARTS ORGANISATION FUNDING

Organisation	Recommendation
Arts Sound FM	\$67,000 for 2014 and 2015 plus CPI in 2015 if available, through the Program funding category
	



FILE NOTE

SUBJECT: ArtSound meeting – Discussion of 2014 KAO funding outcomes

DATE: Wednesday 4 December 2013

ATTENDING: **artsACT:** David Whitney, Director; Robert Piani, Manager, Arts Development; Mia Ching, Program Manager, Key Arts Organisations; Narelle Marlow, Program Officer

ArtSound: Richard Scherer, Chair; Brian Leonard, Treasurer, Chris Deacon, General Manager

artsACT initiated a meeting with representatives of ArtSound to discuss the outcome of its application to the 2014 Key Arts Organisation program. An overview of the funding and arts landscape was provided, referencing the ACT Government's priorities and artsACT's Arts Policy Framework. ArtSound was assured that there would be no immediate change to the Manuka Arts Centre, which will operate as usual until such time the Kingston and Manuka precincts are developed.

artsACT's position

ArtSound will be transitioned to the Program Fund category and will receive two years funding at its existing funding level plus CPI in 2014 and 2015.

artsACT considered the Program Fund category more appropriate to ArtSound. It allows artsACT to support specific arts development activities that respond to the Arts Policy Framework and, for ArtSound, it reduces the level of reporting required. ArtSound will also not be required to meet the level of accountability expected of KAOs.

ArtSound was encouraged to consider other funding avenues to support its core and other program activities such as collaborating with other community radio stations, leveraging on the success of its Silver Memories program and other Directorates' interest in utilising its facilities and services.

The following feedback from the KAO was provided:

- ArtSound plays an important role in promoting arts projects and offers some arts development opportunities such as recording and broadcasting of local artists
- The arts development opportunities were not fully explored and could have been more clearly demonstrated e.g. greater diversity in the programming and use of facilities such as radio plays, spoken word, sound scapes etc. ArtSound was seen as a facilitator rather than a producer of arts activity.
- The Business Plan was comprehensive but could be abbreviated and better targeted towards the arts activities for the purposes of the application process. It was also in track changes.

ArtSound's response

ArtSound noted its disappointment at the outcome but acknowledged the panel feedback and the current funding environment.

ArtSound highlighted some of its challenges including its dependence on a volunteer base that is ageing and/or time poor, and the difficulties of attracting sponsorship and fundraising within a small region and competitive market, which limits its capacity to reach a 10% reserves target. artsACT confirmed that this target is not a requirement for Program Fund organisations.

ACTIONS

artsACT to:

- arrange a follow-up meeting to discuss the KAO panel feedback in more detail.
- arrange for the Deed of Grant to be delivered to ArtSound by Wednesday 11 December 2013, in time for the Board meeting.
- broker, where possible and appropriate, relationships between ArtSound and other ACT Government directorates.

Narelle Marlow
Arts Officer

5/12/2013

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**ACT**
Government

Community Services

Meeting

Between ArtSound FM and artsACT**Tuesday, 24 June 2014****1:00pm – 2:00pm****artsACT, Nara Building, Canberra City****Attendees:****ArtsSound FM:**

Richard Scherer, President
Paul Conn, Vice-President
Bill Mason, Board Member
Chris Deacon, General Manager

artsACT:

David Whitney, Director
Robert Piani, Manager – Arts Support

Purpose:

artsACT to provide feedback on the ArtSound FM application to the 2013 ACT Arts Fund. This follows advice from the ACT legislative Assembly Standing Committee on Budget Estimates, June 19 2014, that ArtSound FM was unclear about its funding outcome and the changed status from Key Arts Organisation to Program Organisation.

AGENDA

1. artsACT- written advice to ArtSound FM on 2013 application to the ACT Arts Fund to be tabled.
2. Discussion on KAO 2013 application from ArtSound FM.
3. Program Organisation classification and expectations of the funding body.
4. Philanthropy, Business Support, diversification of income.
5. ArtSound FM feedback on the relationship with artsACT
6. Kingston Arts Precinct Feasibility Study status and discussion.
7. Any other business.

artsACT, Community Services Directorate

Level 4, Canberra Nara Centre, 1 Constitution Avenue, Canberra City ACT 2601 GPO Box 158,
Canberra City ACT 2601

Telephone 02 6207 2384 Fax 02 6207 2386 website www.arts.act.gov.au
GPO Box 158 Canberra ACT 2601 | phone: 132281 | www.act.gov.au



Mr Richard Scherer
President, ArtSound Inc
PO Box 3573
MANUKA ACT 2603

Dear Mr Scherer

I am writing to provide information regarding ArtSound's application to the 2014 Key Arts Organisation category of the ACT Arts Fund.

Key Arts Organisation funding supports arts organisations that provide critical arts infrastructure in the ACT through high quality programs and services, and have significant levels of achievement in supporting, developing and advancing the arts.

The Key Arts Organisation peer assessment panel noted that ArtSound had a good profile in the community, delivers a quality broadcasting program, and promotes arts access and community participation. The panel also noted ArtSound's focus on recording and broadcasting of local artists, and that it provided a training ground and pathways for people interested in broadcasting.

However, as a broadcaster, its core business had limited outcomes in developing artists, and did not strongly address excellence or diversity in its programming. The panel considered the business plan to be too long and overly complex, and was limited as a working document for management and staff. The panel also considered that, while the board membership had a sound mix of skills, it had excessive membership and lacked youth input and/or representation.

In this context, and in competition with the other applications received, ArtSound's application was considered to not strongly meet the Key Arts Organisation assessment criteria and was therefore not recommended for funding. However, the panel considered that some aspects of ArtSound's business plan could meet arts development outcomes if they were further developed and promoted, and if ArtSound fully utilised its high quality facilities.

artsACT supported this recommendation and considered that ArtSound's core operational costs should be supported through income generation from its services, the Community Broadcasting Foundation and its members, and not the ACT Arts Fund.

Given that the panel identified some activities that had arts development outcomes, artsACT recommended that the ACT Arts Fund support these programs only, and through the Program Funding category. Funding was recommended at the existing level and for ArtSound to focus this funding on arts development programs rather than any increase for staffing or for other core broadcasting costs.

To enhance outcomes from the organisation, programs supported by the ACT Arts Fund will need to closely align to the ACT Arts Policy Framework, the Program category guidelines and have strong arts development outcomes through creative programming.

ArtSound is encouraged to continue to secure funding through other government and non government sources. ArtSound will need to review its business plan in line with artsACT's guidelines, particularly in regard to being strategic and concise. artsACT reiterates that there is no guarantee of funding at the end of the current funding agreement, and that ArtSound will need to address the above matters to make a competitive application for any future funding.

Given the change in the priority of the funding, the Deed of Grant required ArtSound to provide a revised program and budget for 2014 and 2015 that articulated the programs to be supported through the ACT Arts Fund. artsACT will provide separate comment on ArtSound's revised program and budget when the assessment is completed.

We look forward to continuing to work ArtSound in 2014 and 2015 in achieving the objectives of the ACT Arts Policy Framework.

Yours sincerely

David Whitney
Director
artsACT
Community Service Directorate

June 2014

**ACT**
Government

Community Services

Date June April 2014

To Minister for the Arts

- Director-General
- Deputy Director-General

cc

From Executive Director, Housing and Community Services

File no M14-979

Subject Meeting with ArtSound FM

Critical Date

High priority, as the meeting is on 25 June 2014.

Sensitivities

ArtSound is disappointed that from 2014 it is receiving Program funding rather than Key Arts Organisations funding, and that only some aspects of its program will be supported through the ACT Arts Fund. However, the level of funding remains constant with \$65,500 provided in 2013 and \$67,000 provided in 2014.

Purpose

To provide you with background information for your meeting with Mr Richard Scherer, President, and Mr Brian Leonard, Treasurer, of ArtSound FM at 1.30pm, Wednesday 25 June 2014 in your office. Mr Scherer wishes to discuss ArtSound's activities, financial difficulties, redefined business model and ways in which you may assist the organisation.

Background/IssuesBackground

ArtSound is a community radio station located at the Manuka Arts Centre. It has high quality recording studios, broadcast and editing suites, as well as administration offices and library. The ACT Government provided approximately \$500,000 capital funds for the original basic studio fitout for ArtSound in 2006, when it was relocated from small premises at the Curtin Shops. Since that time, ArtSound has completed its studio fit outs and equipment purchases through private donations and sponsorship, and in-kind support, which ArtSound advises is worth over \$1m. The quality of its studio would rate highly in a national context.

ArtSound is part of a national classical music network of public radio broadcasters. It provides live music recordings and performances, local broadcast and national streaming. ArtSound's locally produced programming includes folk, jazz, world and classical music concerts and festivals.

ArtSound plays an important role in promoting and disseminating information for the ACT arts sector and provides training and courses in radio broadcasting to the local community. It also interviews and records local artists, promotes arts events and offers archival and editing services.

Funding

ArtSound applied for Key Arts Organisation funding of \$126,482 per year and was successful in receiving \$67,000 per year for 2014 and 2015 through the Program Category. It received \$65,500 in 2013 through the Key Arts Organisation category, and had been receiving similar funding through this category since 2006. The significant increase in funding request from ArtSound was to support two new part time positions, a Marketing and Sponsorship Manager, and an Operations Officer.

ArtSound did not present a strong case for this increase or for core funding through the Key Arts Organisation category. The peer assessment panel considered that ArtSound's broadcast activities did not specifically address the excellence or diversity criteria in delivering arts specific outcomes, its core business has limited outcomes in developing specific outcomes for artists, and that the board's membership lacked youth representation and was unnecessarily large at 12 members.

Given its focus on broadcasting rather than the generation of artistic activity, the panel questioned the fit of ArtSound within the Key Arts Organisation category. Its business plan and activities are not strongly aligned with the criteria of the Key Arts Organisation category, particularly those relating to creative innovation and direct arts development. Its business plan, at 73 pages, was too long and lacked focus. The panel noted that some programs of the organisation were important and could be further developed.

ArtSound was therefore moved to the Program Category, to support those programs that developed local artists, in line with the objectives of the ACT Arts Fund and ACT Arts Policy Framework. Funding to support these programs was kept the previous level of \$65,500 plus a CPI increase to \$67,000.

ArtSound was requested to provide a revised program and budget that focused on those programs that directly develop local artists, including its training in radio presenting, and its recording, broadcasting and promoting of local artists. artsACT will continue to work with ArtSound to strengthen this aspect of its program.

artsACT also noted that its revised income from the Community Broadcast Foundation, the main funding body for community radio, was \$78,000 in 2012/13 and reduced to \$11,000 in 2013/14. It would appear that the Foundation has consistently provided between \$10,000 to \$17,000 each year for core broadcasting costs, with other one-off amounts for capital, equipment and specific radio projects.

CSD also provide support for community radio broadcast from other funding sources. The consistent approach across CSD is to fund program delivery and access to broadcast time, along with associated training in broadcasting, and not fund for core costs.

The Community Participation Group provide funding for individual multicultural language groups between \$1,000 - \$2,000 per year to enable broadcast and training with stations including Canberra Multicultural Services FM 91.1 and Radio 2XX 98.3 FM. Examples include Tamil Radio, Spanish Broadcasting, Serbian, Vietnamese and approximately 50 other language groups with a total budget allocation of \$60,000 per year. Canberra Multicultural Services FM 91.1 has built substantial reserves in excess of \$1M and is seeking access to Territory land to construct its own broadcast premises.

In 2014, a specific grant was provided to Radio 2XX for training in announcing and for broadcast time for particular multicultural language programs.

The Community Participation Group also provides capital funding of approx \$100,000 per year for technical equipment and has been used to support community radio stations.

Radio for the Print Handicapped (Radio1RPH 1125 AM) receives funding support from DisabilityACT. In 2014/15, \$38,227.90 including indexation was provided. Radio 1RPH currently has a 12 month extension on its contract as DisabilityACT is considering the station as a Tier 2 organisation (out of scope) of the NDIS, which means it provides support that you cannot purchase individually.

Other issues

ArtSound has found it difficult to support and administer its high costs of operations, particularly to the standard it desires. As a consequence, it has made some deficit outcomes over the years. It relies heavily on unpaid work and volunteer support, as is typical of a community activity.

ArtSound is concerned about its future location given the government's proposal to further develop the Manuka Oval precinct, including the Manuka Arts Centre. ArtSound has been included in current consultations regarding the Kingston Arts Precinct feasibility study, being managed by artsACT.

ArtSound is also having difficulties with its antenna services from the Telstra Tower, which it considers to be unsatisfactory (poor power and service) and expensive. At the same time, it has significantly invested in a new antenna location in Wamboin which is yet to be operational, due to a range of legal issues with the provider.

Media Issues

ArtSound is a strong lobbying organisation and therefore media attention may be generated about its position.

Consultation

artsACT met with ArtSound in December 2013 and April 2014 on the funding decision, and revised program and budget requirements. artsACT will be meeting ArtSound on Tuesday 24 June 2014 to further clarify funding outcomes.

Financial Implications

ArtSound receives \$67,000 per year for 2014 and 2015 (plus CPI) through the Program Category, which has a two year cycle. It received \$65,500 in 2013 through the Key Arts Organisation category, which has a five year cycle.

Recommendation

That you:

- note the information in the brief.
-

Bronwen Overton-Clarke
Executive Director

NOTED/ PLEASE DISCUSS

/June/2014
Joy Burch MLA
Minister for the Arts



Mr Richard Scherer
President
ArtSound Inc
PO Box 3573
MANUKA ACT 2603

Dear Mr Scherer

Thank you for our meeting with ArtSound FM on Tuesday 24 July 2014 to discuss funding from the ACT Arts Fund, and to provide clarification on a number of matters that the board and membership had raised at a recent general meeting.

artsACT provided the attached letter and agenda at the meeting, for discussion, which I believe was open and helpful in resolving the areas of doubt.

By way of noting the discussion, I understood the key points raised by ArtSound and our responses are provided below.

ArtSound:

- indicated that it would need to change its business model to be sustainable in the current economic climate in the face of diminishing income, particularly from sponsorship, noting that funding from the ACT Arts Fund had remained at the same level plus a CPI increase, albeit for two years rather than five. artsACT support is only for arts development programs and ArtSound may be advised to be clear in future reports of areas that seek support from the ACT Arts Fund and those that do not.
- sought feedback on its five objectives in the business plan. artsACT was unable to locate five objectives, however was able to identify four goals in the plan. Of these goals, some elements of goal two contain arts development outcomes which artsACT has indicated can be supported by the ACT Arts Fund, subject to the approved revised program. artsACT holds to a succinct and clear business plan that is able to be implemented directly.
- would like the opportunity to present in person future applications to the assessment panel. artsACT has considered this feedback and notes this is beyond the resources of artsACT to offer for all key arts organisation or program applications. Peer panel members collectively have considerable knowledge and understanding of the arts and the assessment process. artsACT requires key arts and program organisations to meet prior to the application being submitted and provides a range of information to the panel, and, for similar reasons as above, presenting applications is not standard practice across arts funding bodies.

- sought support from the ACT Government through it advertising and promoting with the station, and through assistance with funding opportunities from other Government agencies, which artsACT will advocate on behalf of ArtSound in this regard.
- would like to apply again for key arts organisation funding. artsACT acknowledges that there is a rotating funding cycle and ArtSound is welcome to apply again for key arts organisation funding at the end of its current funding deed in 2015, for funding commencing in 2016.
- sought feedback on the status and progress for applications. artsACT agreed to consider ways to improve communication through the assessment process.
- sought the option to provide extracts of particularly activities of ArtSound with the application. artsACT acknowledged that this was currently possible through the online grants system and would be a welcome addition to support material.
- discussed the 2014 revised program and budget, and following discussion with Mr Robert Piani, ArtSound will provide an updated version shortly which focuses only on those programs to be supported by the ACT Arts Fund.

I trust that this meeting has clarified artsACT's position and we appreciate the matters you raise, and we look forward to continuing to work ArtSound in 2014 and 2015 in achieving the objectives of the ACT Arts Policy Framework.

Yours sincerely

David Whitney
Director
artsACT
Community Service Directorate

25 June 2014



M I N U T E

TO: David Whitney
Director
artsACT

SUBJECT: 2014 ACT Arts Fund Assessment Panel
Key Arts Organisation, Program Organisation and Project funding categories

Purpose

To seek your approval for members for the 2014 ACT Arts Fund peer assessment panels for Key Arts Organisation, Program Organisation and Project funding categories.

Background

Key Arts Organisations

For 2014 the following applications have been received to the Key Arts Organisation category:

- ArtSound

[REDACTED]

[REDACTED]

Program Organisations

[REDACTED]

[REDACTED]

Project Funding

The Communities Working with Artist and Creative Arts Fellowships categories are not currently open for application. All applicants seeking for one-off funding for 2014 have been advised to apply through the Project funding category.

The Project funding category questions have been amended to allow competitive applications from community organisations. Based on previous year's statistics, it is estimated that approximately 130 - 150 applications will be received.

Issues

Given the number and complexity of applications to be assessed, it is considered that two separate assessment panels will be required. One for KAO and Program applications guided by artsACT staff, and one for Project applications.

The proposed memberships offer a diversity of knowledge and experience appropriate to assess the ACT Arts Fund categories. The proposed Panel members will be contacted by artsACT to assess their availability. If any of the proposed members are unavailable we will provide you with alternate names.

All panel members will be required to declare any conflicts of interest and procedures will be put in place to manage any identified conflicts.

Financial

The chair and panel members for the Project assessment panel will be paid an honorarium of \$2,000 each. Members of the KAO/Program assessment panel will receive \$1,000 each.

Recommendation

That you agree to Arts Support staff contacting the above people to ascertain their availability to be part of the 2014 ACT Arts Fund peer assessment panels at **Attachment A**.

[REDACTED]
Robert Piani
Manager
Arts Support
artsACT
14 August 2013

Thank you Robert

[REDACTED]
AGREED/NOT-AGREED/DISCUSS

Director, artsACT

14/8/13

ATTACHMENT A**Proposed 2014 Key Arts Organisation and Program Assessment Panel members**

Proposed Peers	Artform
Barb McConchie or Sarit Cohen	[REDACTED]
Robyn Holmes	[REDACTED]
Melanie Tait	[REDACTED]
Elizabeth Cameron-Dalman, Julie Dyson or Emma Dykes	[REDACTED]
Pip Buining	[REDACTED]
Rafe Morris	[REDACTED]

Proposed 2014 Project Funding Assessment Panel members

Proposed Peers	Artform
Gordon Bull	Chair
Jacqueline Babington or Sarit Cohen	[REDACTED]
Dave O'Neil	[REDACTED]
Cathy Clelland	[REDACTED]
Irma Gold	[REDACTED]
Min Mae or Jackie Hallahan	[REDACTED]

Noted and approved
[REDACTED] 2/13

**ACT**
Government

Community Services

M I N U T E

TO: David Whitney
Director
artsACT

SUBJECT: 2014 ACT Arts Fund Assessment Panel update
Key Arts Organisation, Program Organisation and Project funding categories

Purpose

To seek your approval of the final members for the 2014 ACT Arts Fund peer assessment panels for Key Arts Organisation, Program Organisation and Project funding categories.

Background/Issues

In a minute to you of 9 August 2013, you approved proposed members to the peer assessment panels for Key Arts Organisation, Program Organisation and Project funding categories.

The panels have now been finalised and you should note that Tobias Cole has replaced Robyn Holmes, for the Key Arts and Program Organisation panel (who was not available), and Geoff Farquhar Still and Ian McLean have replaced Julie Babington and Dave O'Neil, for the Project panel (who were not available).

Recommendation

That you note the updated membership of the 2014 ACT Arts Fund peer assessment panels at **Attachment A**.

[Redacted]
Robert Piani
Manager Arts Support
artsACT

2 September 2013

[Redacted]
AGREED/NOT AGREED/PLEASE DISCUSS
Director, artsACT

3/9/13

Attachment A

2014 Key Arts Organisation and Program Assessment Panel members

Proposed Peers	Artform
Barb McConchie	[REDACTED]
Tobias Cole	[REDACTED]
Melanie Tait	[REDACTED]
Julie Dyson	[REDACTED]
Pip Buining	[REDACTED]
Rafe Morris	[REDACTED]

2014 Project Funding Assessment Panel members

Proposed Peers	Artform
Gordon Bull	Chair
Geoff Farquhar Still	[REDACTED]
Ian McLean	[REDACTED]
Cathy Clelland	[REDACTED]
Irma Gold	[REDACTED]
Jackie Hallahan	[REDACTED]

Noted
red
9/13

[REDACTED]

ATTACHMENT A**Proposed 2014 Key Arts Organisation and Program Assessment Panel members**

Proposed Peers	Artform
Barb McConchie or Sarit Cohen	[REDACTED]
Robyn Holmes	[REDACTED]
Melanie Tait	[REDACTED]
Elizabeth Cameron-Dalman, Julie Dyson or Emma Dykes	[REDACTED]
Pip Buining	[REDACTED]
Rafe Morris	[REDACTED]

Proposed 2014 Project Funding Assessment Panel members

Proposed Peers	Artform
Gordon Bull	Chair
Jacqueline Babington or Sarit Cohen	[REDACTED]
Dave O'Neil	[REDACTED]
Cathy Clelland	[REDACTED]
Irma Gold	[REDACTED]
Min Mae or Jackie Hallahan	[REDACTED]

Noted and agreed
 [REDACTED]
 2/13

2014 ACT ARTS FUND
Key Arts Organisation/ Program Funding category

Assessment Process

Panel Members have been selected as a reflection of their expert knowledge of both specific art forms and the broader arts landscape of the ACT.

Panel Chair

The panel will be chaired by artsACT. The Chair of the panel is responsible for facilitating discussions at the meeting in accordance with the ACT Arts Fund Information guidelines.

Role of the Panel Members

Each panel member is responsible for:

- reading all applications and associated attachments;
- providing preliminary comments on the applications, particularly in relation to the organisation's place in the landscape, its proposed program and the budget forecasts.
- attending meetings to discuss the applications based on the assessment criteria;
- providing artform specific information to other panel members as required; and
- providing reasons for assessment to artsACT.

Role of artsACT

artsACT is responsible for:

- forming assessment panel;
- attending meetings to ensure the ACT Arts Fund Information guidelines are followed, to provide supporting and background information on applicants;
- determining the funding allocation for each artform. The allocation will be based on panels assessments and comments, number and value of applications received and the overall arts landscape; and
- consider the panel's recommendations together with its own knowledge of the organisations and budget availability and provide advice to the Minister for the Arts.

This information sheet should be read in conjunction with the Key Arts Organisation and Program guidelines available from the artsACT website.

Panel Members

Chair - Robert Piani

Julie Dyson
 Barb McConchie
 Tobias Cole
 Melanie Tait
 Pip Buining
 Rafe Morris



artsACT Staff

Robert Piani	Program Manager, Arts Support	62072381
Mia Ching	Program Manager, Key Arts Organisations	62072379
Anne Robinson	Program Manager, Arts Activities	6207 6825
Krista Schmeling	Arts Support Officer	62072378
Narelle Marlow	Arts Support Officer	6207 0348

CONFIDENTIALITY DECLARATION**FOR PEER ASSESSMENT PANEL MEMBERS
A.C.T. ARTS FUND**

I understand that all material provided to me in my capacity as a peer panel member for the 2014 ACT Arts Fund is strictly confidential.

.....
Signature

.....
Date

**CONFLICT-OF-INTEREST DECLARATION
FOR ASSESSMENT PANEL PEERS
2014 A.C.T. ARTS FUND**

Please complete the statement below if you consider that you have a Conflict-of-Interest with any of the applications or applicants to the 2014 A.C.T. Arts Fund for which you are a peer assessment panel member.

I, declare, in regards to applications to the 2014 Arts Fund, that I have a private-capacity interest which could improperly influence the performance of my official duties and responsibilities as a peer and/or a demonstrated potential for a perceived conflict of interest.

I list below all applicants in respect of which I or a member of my immediate family have a direct or perceived conflict. I also list the level of conflict in accordance with the following:

Level 1: Being that I have a private capacity interest in the applicant (e.g. close association with the applicant, immediate family member).

Level 2: Being that I have a demonstrated potential for a perceived conflict with an applicant (e.g. know the applicant).

APPLICANT	LEVEL (1 or 2)	BRIEF DESCRIPTION OF CONFLICT

.....
Signature

.....
Date

NO CONFLICTS-OF-INTEREST

If you consider that you do not have a conflict-of-interest (perceived or otherwise) with any applicants or applications to the 2014 A.C.T. Arts Fund for which you are a peer assessment panel member, please sign below.

.....
Signature

.....
Date

CRIMINAL HISTORY

I, declare that I do not have a criminal record in relation to fraud or bankruptcy.

.....
Signature

.....
Date

2014

**ACT ARTS FUND
ASSESSMENT PANELS**

Code of Conduct

Code of Conduct

1.1 Code of Conduct – General

Members of the ACT Arts Fund Assessment Panels are regarded as public office holders. As such, they have a duty to discharge duties and responsibilities entrusted to them according to the highest standards of conduct and public ethics. The public is, of course, entitled to have confidence in the integrity of its Government and the bodies that advise it and this can only be achieved by the maintenance of such standards. The public, specifically the arts community, is entitled to be aware of the Assessment Panel and to see its representatives maintain an appropriate public profile.

By the nature of public office, such members may have to accept restrictions in certain areas of their private conduct beyond those imposed upon ordinary citizens.

The following must be observed by all members:

- Members must act within the letter and spirit of the law.
- The Assessment Panel should conduct its business fairly, impartially and efficiently. It should take all reasonable steps to ensure that it is informed about its business, and makes decisions with diligence, care and skill.
- Members should understand their role, the role of the Minister in relation to the Assessment Panel and the Panel's relationship with the Government, the Minister and the Minister's Department.
- Members should perform their official duties honestly and impartially; be frank and honest in official dealings with colleagues; and avoid situations in which their private interests, whether pecuniary or otherwise, conflict or might reasonably be thought to conflict, with their public duty.
- All members must be scrupulous in their use of public property and services and should not permit their misuse by other persons.
- All members must strictly observe the duty of confidentiality and not disseminate any information that comes to them in their capacity as an Assessment Panel member. Also in particular, members must not disseminate the Assessment Panel's discussions.
- All members must respect the position and views of other members and should treat all other members and staff of artsACT with courtesy and respect.

- All members are bound by the Assessment Panel's advice and/or recommendations once it is formed. Individual members are not at liberty to express contrary views outside the bounds of the Assessment Panel.

- Members are required to act ethically and the principles of ethical conduct are as follows:

(a) Integrity -

Members should be straightforward, honest and sincere in their approach to their duties and responsibilities;

(b) Objectivity -

Members must be fair and impartial and must not allow prejudice or bias to override their objectivity;

(c) Independence -

Members must be and must appear to be free of any interest which might be regarded, whatever its actual effect, as being incompatible with integrity and objectivity.

A person appointed to the Assessment Panel may have a close association or direct involvement with a particular interest group. However, members of the Assessment Panel must ensure that the public interest is not subordinated to any sectional interests of members. A member would be derelict in their duty if they were to use their membership as a means to promote the particular interest of that group with which they are associated above the public interest.

▪ 1.2 Code of Conduct – Conflict of Interest

- Members must declare any interest with any agenda item at the commencement of all Assessment Panel meetings.
- Where a member possesses, directly or indirectly, an interest which conflicts or might reasonably be thought to conflict with the Member's public duty, or improperly influence the member's conduct in the discharge of the member's responsibilities, the member must disclose that interest immediately to artsACT. Should circumstances change after an initial disclosure has been made, so that new or additional facts become material, the member should disclose the further information.
- Where a member has a direct interest in a matter that is the subject of discussion before the Assessment Panel, the member shall absent herself or himself from the room during the discussion of the matter and whilst any decision on it is being made. If there is any doubt about whether a member has a conflict that requires the member to leave the

room, that interest should be disclosed and artsACT and the Chair of the meeting will make a decision as to whether the member is bound to leave the room during the discussion.

- When the interests of a member's immediate family are involved, the member should disclose those interests to the extent that they are known. Immediate family will ordinarily be taken to comprise only the member's partner and dependent children, but may also include other members of their household or family when their interests are closely connected with the member's interests.
- A member shall not allow the pursuit of their private interest to interfere with the proper discharge of their public duties.
- A member shall not use information obtained in the course of official duties to gain directly or indirectly a pecuniary advantage for themselves or for any other person.
- A member must not take any improper advantage or benefit from their appointment.
- A member must not:
 - (a) Solicit or accept from any person any remuneration or benefit for the discharge of the duties of the office over and above official remuneration and complimentary tickets, programmes or invitations to functions (including for example, gallery openings, first night parties and the like where the invitation and presence of the member is public and obvious);
 - (b) Solicit or accept any benefit, advantage or promise of future advantage whether for herself or himself or her or his immediate family or any business concern or trust with which she or he is associated or persons who are in, or seek to be in, any contractual or special relations with government [except as referred to in (a) above]; and
 - (c) Except as referred to in (a) above, accept any gift, hospitality or concessional travel offered in connection with the discharge of the duties of her or his office.



ACT
Government

Community Services

Mr Richard Scherer
President
ArtSound Inc
PO Box 3573
MANUKA ACT 2603

Dear Mr Scherer

Thank you for our meeting with ArtSound FM on Tuesday 24 July 2014 to discuss funding from the ACT Arts Fund, and to provide clarification on a number of matters that the board and membership had raised at a recent general meeting.

artsACT provided the attached letter and agenda at the meeting, for discussion, which I believe was open and helpful in resolving the areas of doubt.

By way of noting the discussion, I understood the key points raised by ArtSound and our responses are provided below.

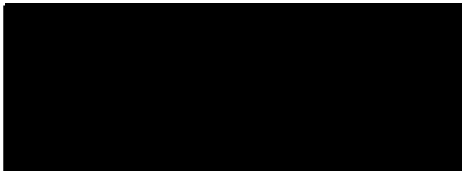
ArtSound:

- indicated that it would need to change its business model to be sustainable in the current economic climate in the face of diminishing income, particularly from sponsorship, noting that funding from the ACT Arts Fund had remained at the same level plus a CPI increase, albeit for two years rather than five. artsACT support is only for arts development programs and ArtSound may be advised to be clear in future reports of areas that seek support from the ACT Arts Fund and those that do not.
- sought feedback on its five objectives in the business plan. artsACT was unable to locate five objectives, however was able to identify four goals in the plan. Of these goals, some elements of goal two contain arts development outcomes which artsACT has indicated can be supported by the ACT Arts Fund, subject to the approved revised program. artsACT holds to a succinct and clear business plan that is able to be implemented directly.
- would like the opportunity to present in person future applications to the assessment panel. artsACT has considered this feedback and notes this is beyond the resources of artsACT to offer for all key arts organisation or program applications. Peer panel members collectively have considerable knowledge and understanding of the arts and the assessment process. artsACT requires key arts and program organisations to meet prior to the application being submitted and provides a range of information to the panel, and, for similar reasons as above, presenting applications is not standard practice across arts funding bodies.

- sought support from the ACT Government through it advertising and promoting with the station, and through assistance with funding opportunities from other Government agencies, which artsACT will advocate on behalf of ArtSound in this regard.
- would like to apply again for key arts organisation funding. artsACT acknowledges that there is a rotating funding cycle and ArtSound is welcome to apply again for key arts organisation funding at the end of its current funding deed in 2015, for funding commencing in 2016.
- sought feedback on the status and progress for applications. artsACT agreed to consider ways to improve communication through the assessment process.
- sought the option to provide extracts of particularly activities of ArtSound with the application. artsACT acknowledged that this was currently possible through the online grants system and would be a welcome addition to support material.
- discussed the 2014 revised program and budget, and following discussion with Mr Robert Piani, ArtSound will provide an updated version shortly which focuses only on those programs to be supported by the ACT Arts Fund.

I trust that this meeting has clarified artsACT's position and we appreciate the matters you raise, and we look forward to continuing to work ArtSound in 2014 and 2015 in achieving the objectives of the ACT Arts Policy Framework.

Yours sincerely



David Whitney
Director
artsACT
Community Service Directorate

25 June 2014



Mr Richard Scherer
President, ArtSound Inc
PO Box 3573
MANUKA ACT 2603

Dear Mr Scherer

I am writing to provide information regarding ArtSound's application to the 2014 Key Arts Organisation category of the ACT Arts Fund.

Key Arts Organisation funding supports arts organisations that provide critical arts infrastructure in the ACT through high quality programs and services, and have significant levels of achievement in supporting, developing and advancing the arts.

The Key Arts Organisation peer assessment panel noted that ArtSound had a good profile in the community, delivers a quality broadcasting program, and promotes arts access and community participation. The panel also noted ArtSound's focus on recording and broadcasting of local artists, and that it provided a training ground and pathways for people interested in broadcasting.

However, as a broadcaster, its core business had limited outcomes in developing artists, and did not strongly address excellence or diversity in its programming. The panel considered the business plan to be too long and overly complex, and was limited as a working document for management and staff. The panel also considered that, while the board membership had a sound mix of skills, it had excessive membership and lacked youth input and/or representation.

In this context, and in competition with the other applications received, ArtSound's application was considered to not strongly meet the Key Arts Organisation assessment criteria and was therefore not recommended for funding. However, the panel considered that some aspects of ArtSound's business plan could meet arts development outcomes if they were further developed and promoted, and if ArtSound fully utilised its high quality facilities.

artsACT supported this recommendation and considered that ArtSound's core operational costs should be supported through income generation from its services, the Community Broadcasting Foundation and its members, and not the ACT Arts Fund.

Given that the panel identified some activities that had arts development outcomes, artsACT recommended that the ACT Arts Fund support these programs only, and through the Program Funding category. Funding was recommended at the existing level and for ArtSound to focus this funding on arts development programs rather than any increase for staffing or for other core broadcasting costs.

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To enhance outcomes from the organisation, programs supported by the ACT Arts Fund will need to closely align to the ACT Arts Policy Framework, the Program category guidelines and have strong arts development outcomes through creative programming.

ArtSound is encouraged to continue to secure funding through other government and non government sources. ArtSound will need to review its business plan in line with artsACT's guidelines, particularly in regard to being strategic and concise. artsACT reiterates that there is no guarantee of funding at the end of the current funding agreement, and that ArtSound will need to address the above matters to make a competitive application for any future funding.

Given the change in the priority of the funding, the Deed of Grant required ArtSound to provide a revised program and budget for 2014 and 2015 that articulated the programs to be supported through the ACT Arts Fund. artsACT will provide separate comment on ArtSound's revised program and budget when the assessment is completed.

We look forward to continuing to work ArtSound in 2014 and 2015 in achieving the objectives of the ACT Arts Policy Framework.

Yours sincerely



David Whitney
Director
artsACT
Community Service Directorate

24 June 2014

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CM Ministers
(Number if available)

Trim Number
M-14/979

Ministerial/ Correspondence Tracker

Date Due to
Minister's Office
23/06/2014

Date Due to
Director-General
20/06/2014

Date Due to
Organisational
Governance
19/06/2014

Date Due to
Executive Director
18/06/2014

Date Due to
Director
17/06/2014

Subject: Meeting with ArtSound FM

WHAT IS REQUIRED

☐ Correspondence ☒ Meeting Brief ☐ Brief ☐ Question on Notice
☐ Media/ Function ☐ Dot points ☐ Other Letter

SIGN OFF FOR RESPONSE

Director-General	Natalie Howson	cc	Date
Deputy Director-General	Sue Chapman	cc	Date 24/6/14
Organisational Governance			Date
Executive Director	Bronwen Overton-Clarke	R	Date 24/6/14
Senior Director	David Whitney		Date 20/6/14
Business Unit Name	artsACT		
Senior Manager	Robert Piani	R	Date 28/6/14
Action/Contact Officer	Robert Piani		Telephone 72381

CHECK LIST

- ☒ Original Documentation ☐ Reply ☐ Map
- ☐ Speech, Media Alert, Media Release n/a
- ☐ Department camera required (book through Outlook calendar at [DHCS Media Camera](#))
- ☐ Department banner required (book through Outlook calendar at [DHCS Media Banner](#))
- ☐ Material to be uploaded to DHCS Internet (email [DHCS Webmaster](#) - allow 3 working days)

Organisational Governance use only

☐ CM Function Brief Mailbox (CM Events only)

To be completed by Minister's Office

☐ Satisfactory ☐ Unsatisfactory

Comments:

**ACT**
Government

Community Services

185

Date 23 June 2014

To Minister for the Arts*cc* • Director-General*cc* • Deputy Director-General

cc

From Executive Director, Housing and Community Services

File no M-14/979

Subject Meeting with ArtSound FM

Critical Date

High Priority. You are meeting with Mr Richard Scherer, President, ArtSound FM and Mr Brian Leonard, Treasurer of ArtSound FM on 25 June 2014 at 1:30 pm.

Sensitivities

ArtSound is disappointed that from 2014 it is receiving Program funding rather than Key Arts Organisations funding, and that only some aspects of its program will be supported through the ACT Arts Fund. However, the level of funding remains constant with \$65,500 provided in 2013 and \$67,000 provided in 2014.

Purpose

Mr Scherer wrote to you on To provide you with information for your meeting with ArtSound FM. Mr Scherer wishes to discuss ArtSound's activities, financial difficulties, redefined business model and ways in which you may assist the organisation.

Background/Issues

Mr Scherer recently wrote to you regarding ArtSound's financial strains and funding recommendations by artsACT. A copy of Mr Scherer's email is at Attachment A.

ArtSound is a community radio station located at the Manuka Arts Centre. It has high quality recording studios, broadcast and editing suites, as well as administration offices and library. The ACT Government provided approximately \$500,000 capital funds for the original basic studio fit out for ArtSound in 2006, when it was relocated from small premises at the Curtin Shops. Since that time, ArtSound has completed its studio fit outs and equipment purchases through private donations and sponsorship, and in-kind support, which ArtSound advises is worth over \$1 million. The quality of its studio would rate highly in a national context.

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ArtSound is part of a national classical music network of public radio broadcasters. It provides live music recordings and performances, local broadcast and national streaming. ArtSound's locally produced programming includes folk, jazz, world and classical music concerts and festivals. ArtSound plays an important role in promoting and disseminating information for the ACT arts sector and provides training and courses in radio broadcasting to the local community. It also interviews and records local artists, promotes arts events and offers archival and editing services.

Funding

ArtSound applied for Key Arts Organisation funding of \$126,482 per year and was successful in receiving \$67,000 per year for 2014 and 2015 through the Program Category. It received \$65,500 in 2013 through the Key Arts Organisation category, and had been receiving similar funding through this category since 2006. The significant increase in funding request from ArtSound was to support two new part time positions, a Marketing and Sponsorship Manager and an Operations Officer.

ArtSound did not present a strong case for this increase or for core funding through the Key Arts Organisation category. The peer assessment panel considered that ArtSound's broadcast activities did not specifically address the excellence or diversity criteria in delivering arts specific outcomes, its core business has limited outcomes in developing specific outcomes for artists, and that the board's membership lacked youth representation and was unnecessarily large at 12 members.

Given its focus on broadcasting rather than the generation of artistic activity, the panel questioned the fit of ArtSound within the Key Arts Organisation category. Its business plan and activities are not strongly aligned with the criteria of the Key Arts Organisation category, particularly those relating to creative innovation and direct arts development. Its business plan, at 73 pages, was too long and lacked focus. The panel noted that some programs of the organisation were important and could be further developed.

ArtSound was therefore moved to the Program Category, to support those programs that developed local artists, in line with the objectives of the ACT Arts Fund and ACT Arts Policy Framework. Funding to support these programs was kept the previous level of \$65,500 plus a CPI increase to \$67,000.

ArtSound was requested to provide a revised program and budget that focused on those programs that directly develop local artists, including its training in radio presenting, and its recording, broadcasting and promoting of local artists. artsACT will continue to work with ArtSound to strengthen this aspect of its program.

artsACT also noted that its revised income from the Community Broadcast Foundation, the main funding body for community radio, was \$78,000 in 2012/13 and reduced to \$11,000 in 2013/14. It would appear that the Foundation has

consistently provided between \$10,000 to \$17,000 each year for core broadcasting costs, with other one-off amounts for capital, equipment and specific radio projects.

The Community Services Directorate (CSD) also provides support for community radio broadcast from other funding sources. The consistent approach across CSD is to fund program delivery and access to broadcast time, along with associated training in broadcasting, and not fund for core costs.

The Community Participation Group provide funding for individual multicultural language groups between \$1,000 - \$2,000 per year to enable broadcast and training with stations including Canberra Multicultural Services FM 91.1 and Radio 2XX 98.3 FM. Examples include Tamil Radio, Spanish Broadcasting, Serbian, Vietnamese and approximately 50 other language groups with a total budget allocation of \$60,000 per year. Canberra Multicultural Services FM 91.1 has built substantial reserves in excess of \$1 million and is seeking access to Territory land to construct its own broadcast premises.

In 2014, a specific grant was provided to Radio 2XX for training in announcing and for broadcast time for particular multicultural language programs.

The Community Participation Group also provides capital funding of approx \$100,000 per year for technical equipment and has been used to support community radio stations.

Radio for the Print Handicapped (Radio1RPH 1125 AM) receives funding support from DisabilityACT. In 2014/15, \$38,227.90 including indexation was provided. Radio 1RPH currently has a 12 month extension on its contract as DisabilityACT is considering the station as a Tier 2 organisation (out of scope) of the NDIS, which means it provides support that you cannot purchase individually.

Other issues

ArtSound has found it difficult to support and administer its high costs of operations, particularly to the standard it desires. As a consequence, it has made some deficit outcomes over the years. It relies heavily on unpaid work and volunteer support, as is typical of a community activity.

ArtSound is concerned about its future location given the government's proposal to further develop the Manuka Oval precinct, including the Manuka Arts Centre. ArtSound has been included in current consultations regarding the Kingston Arts Precinct feasibility study, being managed by artsACT.

ArtSound is also having difficulties with its antenna services from the Telstra Tower, which it considers to be unsatisfactory (poor power and service) and expensive. At the same time, it has significantly invested in a new antenna location in Wamboin which is yet to be operational, due to a range of legal issues with the provider.

Media Issues

ArtSound is a strong lobbying organisation and therefore media attention may be generated about its position.

Consultation

artsACT met with ArtSound in December 2013 and April 2014 on the funding decision, and revised program and budget requirements. artsACT will be meeting ArtSound on Tuesday 24 June 2014 to further clarify funding outcomes.

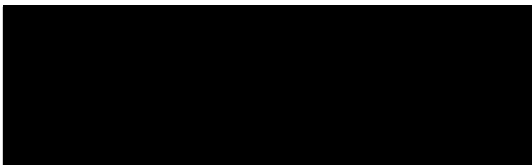
Financial Implications

ArtSound receives \$67,000 per year for 2014 and 2015 (plus CPI) through the Program Category, which has a two year cycle. It received \$65,500 in 2013 through the Key Arts Organisation category, which has a five year cycle.

Recommendation

That you:

- note Mr Scherer's email at Attachment A; and
- note the information in the brief.



Bronwen Overton-Clarke
Executive Director

NOTED / PLEASE DISCUSS

/June/2014
Joy Burch MLA
Minister for the Arts

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ACT
Government
Community Services

Records Detailed

Page 1
Date 13/06/2014
Time 10:30:12 AM
Login Name Harvey, Georgi

M-14/979

Minister Burch meeting with ArtSoundFM (Richard Scherer & Brian Leonard) - 25 June,
1:30-2:30pm

Date Created

13/06/2014 at 8:41 AM

Date Registered

13/06/2014 at 8:45 AM

Record Type Ministerial Matter
Assignee Electronic Only - IN TRIM since 13/06/2014 at 8:41 AM
Owner Location Organisational Governance
Home Location Community Services Directorate
Disposition Active
Security Unclassified
Notes "Friday, 13 June 2014 at 9:27:46 AM (GMT+10:00) Harvey, Georgia:"

Last Action Date

13/06/2014 at 10:26 AM

Event request rec'd from Emma Clarke by DLO, assigned to Maria Gidis at artsACT.

Contained Records :-		Record Number	Record Title		
		M-14/979-001	Meeting with Richard Scherer and Brian Leonard - ArtSoundFM		
Action Name	Responsibility	Due	Start	Complete	
Ack Letter sent, scan documents etc	Ministers Office	09/06/2014	09/06/2014	13/06/20	
Allocate to Division	Gidis, Maria	09/06/2014	09/06/2014		
Allocate to Coordinator	Coordinator - (please assign to appro	09/06/2014	09/06/2014		
Allocate to Manager	Coordinator - (please assign to appro	10/06/2014	09/06/2014		
Allocate to Author to Draft Response	Coordinator - (please assign to appro	10/06/2014	10/06/2014		
Draft Response	Coordinator - (please assign to appro	13/06/2014	10/06/2014		
Quality Control - Coordinator	Coordinator - (please assign to appro	13/06/2014	13/06/2014		
Request for Approval - Senior / Manager	Coordinator - (please assign to appro	16/06/2014	13/06/2014		
Request for Approval - Director	Coordinator - (please assign to appro	17/06/2014	16/06/2014		
Request for Approval - Executive Director	Coordinator - (please assign to appro	18/06/2014	17/06/2014		
Request for Approval - Organisational Governance	Organisational Governance - Coordin	19/06/2014	18/06/2014		
Request for Approval - Deputy Director-General	Deputy Director-General	19/06/2014	19/06/2014		
Request for Approval - Director-General	Director-General	20/06/2014	19/06/2014		
Dispatch to Minister	Organisational Governance - Coordin	23/06/2014	20/06/2014		
Quality Control - Ministerial Advisor	Ministers Office Advisors	24/06/2014	23/06/2014		
Unsigned brief returned to division	Coordinator - (please assign to appro	24/06/2014	24/06/2014		
Signed FINAL to DLO for Scanning	Ministers Office	25/06/2014	24/06/2014		
Signed brief returned to division	Coordinator - (please assign to appro	26/06/2014	25/06/2014		
Signed Copy Processed within Division	Organisational Governance - Coordin	27/06/2014	26/06/2014		

ACTION SHEET FOR CORRESPONDENCE



artsACT

SUBJECT: Minister Burch Meeting with ArtSound FM (Richard Scherer & Brian Leonard)

Date Due to Director: 17/06/2014

TRIM/Record Number: M14-979

Action Officer: Robert Piani

or
External Ref No:

Date submitted: 16/6/14 Comment: Rec'd by artsACT at 2pm MP	Date submitted: ____/____/____ Comment:
Date submitted: 20/6/14 Comment: uploaded to TRM sent to EDNACS for clearance.	Date submitted: ____/____/____ Comment:
Date submitted: ____/____/____ Comment:	Date submitted: ____/____/____ Comment:

**ACT**
Government

Community Services

*Note: Min met with ArtSound FM.**Brief signed**DL
7/6/14*

175

Date 23 June 2014

To Minister for the Arts

- Director-General
- Deputy Director-General

cc

From Executive Director, Housing and Community Services

File no M-14/979

Subject Meeting with ArtSound FM

Critical Date

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Recommendation

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- note the information in the brief.

Bronwen Overton-Clarke
Executive Director

NOTED / PLEASE DISCUSS



25 / June / 2014
Joy Burch MLA
Minister for the Arts