

**CITY OF HAMILTON**

**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Tourism and Culture Division**

<b>TO:</b> Mayor and Members General Issues Committee	<b>WARD(S) AFFECTED:</b> CITY WIDE
<b>COMMITTEE DATE:</b> November 21, 2012	
<b>SUBJECT/REPORT NO:</b> Arts Advisory Commission (AAC) 2013 Volunteer Committee Budget Submission (PED12217) (City Wide)	
<b>SUBMITTED BY:</b> Tim McCabe General Manager Planning and Economic Development Department	<b>PREPARED BY:</b> Jennifer Kaye (905) 546-2424 Ext. 4807
<b>SIGNATURE:</b>	

**RECOMMENDATION**

- (a) That the Arts Advisory Commission's 2013 base budget submission, attached as Appendix A to Report PED12217, in the amount of \$9,000, be received and forwarded to the 2013 budget process.
- (b) That in addition to base funding, that a one-time allocation for 2013 of \$1,500, funded by the Arts Advisory Commission reserve, be received and forwarded to the 2013 budget process.

**EXECUTIVE SUMMARY**

The 2013 budget request will enable the Arts Advisory Commission (AAC) to fulfil its mandate, and is in keeping with previous years' requests. The one-time request for funds from the AAC reserve for community consultation related to the Arts Funding Task Force was initially approved by Council in 2011. At that time, \$2,500 was approved; \$1,000 was spent in 2012 to plan for the community consultation. The remaining \$1,500 will be spent in 2013 to implement the consultation plan.

**Alternatives for Consideration** – Not Applicable

### **FINANCIAL / STAFFING / LEGAL IMPLICATIONS**

**Financial:** For 2013, the AAC has requested a base budget of \$9,000. The 2012 base budget was \$9,000. The one-time request of \$1,500 from the AAC reserve fund can be accommodated, as the balance of the reserve as of January 1, 2012 was \$10,869.45.

**Staffing:** There are no staffing implications associated with the recommendations of Report PED12217.

**Legal:** There are no legal implications associated with the recommendations of Report PED12217.

### **HISTORICAL BACKGROUND**

The mandate of the AAC is:

- To recommend activities for the stabilization and strengthening of the arts community;
- To inform Council of issues and achievements in the Hamilton arts community;
- To liaise with and act as a point of contact for members of the arts community regarding issues affecting the arts community;
- To monitor and assist with the implementation of the Public Art Program;
- To monitor and assist with the implementation of the Arts Awards Program; and,
- To monitor and assist with the implementation of the Community Partnership Program, Culture Stream.

In 2011, the AAC struck an Arts Funding Task Force, in response to community input and concerns about funding for the arts in Hamilton. This Task Force presented a report to Council in May 2012 that contained its findings to date regarding the need for a new arts funding strategy in Hamilton, and requested Council approval to undertake community consultation as part of the development of a Strategic Arts Investment Model. Planning for this consultation began in 2012; approximately \$1,000 was spent on the planning.

### **POLICY IMPLICATIONS**

There are no policy implications associated with the recommendations of Report PED12217.

**RELEVANT CONSULTATION**

In preparation of Report PED12217, Tourism and Culture Division staff consulted with the Arts Advisory Commission, which approved the appended 2013 budget and work plan at its September 2012 meeting.

Manager, Finance and Administration, Treasury Services, Corporate Services.

**ANALYSIS / RATIONALE FOR RECOMMENDATION**

The 2013 work plan, attached as Appendix B to Report PED12217, responds to both the ongoing mandate of the AAC and the feedback received from the arts community during community consultations undertaken in 2009 and 2010.

A primary focus for the Arts Advisory Commission in 2013 will be the presentation to Council of recommendations for a Strategic Arts Investment Model for the City of Hamilton, through its Arts Funding Task Force. In May 2012, the AAC presented its Phase 1 findings to the General Issues Committee (GIC) regarding the need for increased and revised funding programs to support the arts in Hamilton. With Council's approval, the Arts Funding Task Force is developing the strategic funding model, and will be presenting its findings to the community in January 2013 for review and comment, prior to a presentation to GIC in the Spring of 2013.

Other objectives include:

- To report regularly to Council;
- To monitor and assist in the implementation of a successful Arts Awards Program;
- To maintain an informed awareness of arts related issues, research and trends for the education of AAC members and for the information of Council;
- To ensure a good flow of information between the AAC, the arts community, and the City of Hamilton;
- To ensure transparency and equity in the implementation of the Public Art Program;
- To ensure transparency and equity in the use of the Lister Block for art exhibits;
- To ensure transparency and equity in the awarding of grants to applicants to the Community Partnership Program (CPP), Culture Stream; and,
- To make recommendations regarding the effectiveness of the CPP in meeting the needs of the arts community.

**ALTERNATIVES FOR CONSIDERATION**

Not applicable.

**CORPORATE STRATEGIC PLAN (Linkage to Desired End Results)**

Focus Areas: 1. Skilled, Innovative and Respectful Organization, 2. Financial Sustainability, 3. Intergovernmental Relationships, 4. Growing Our Economy, 5. Social Development, 6. Environmental Stewardship, 7. Healthy Community

***Growing Our Economy***

- ◆ A visitor and convention destination

***Social Development***

- ◆ People participate in all aspects of community life without barriers or stigma

***Healthy Community***

- ◆ An engaged Citizenry

**APPENDICES / SCHEDULES**

Appendix A to Report PED12217 – 2013 Arts Advisory Commission Budget Submission

Appendix B to Report PED12217 – Work Plan and Performance Targets – Arts Advisory Commission 2012

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# **CITY OF HAMILTON**

**2013**

**VOLUNTEER COMMITTEES**

**BUDGET SUBMISSION**

**“ARTS ADVISORY COMMISSION”**

**PART A: General Information**

**VOLUNTEER COMMITTEE MEMBERS:**

<b>Diane Beatty-Wearing</b>	<b>Karen Logan</b>
<b>Tobi Bruce</b>	<b>Colina Maxwell</b>
<b>Anne Cibola</b>	<b>Josefa Radman</b>
<b>Darrell Hicks</b>	<b>Donna Reid</b>
<b>Tricia LeClair</b>	

**MANDATE:**

- To recommend activities for the stabilization and strengthening of the arts community;
- To inform Council of issues and achievements in the Hamilton arts community;
- To liaise with and act as a point of contact for members of the arts community regarding issues affecting the arts community;
- To monitor and assist with the implementation of the Public Art Program;
- To monitor and assist with the implementation of the Arts Awards Program; and,
- To monitor and assist with the implementation of the Community Partnership Program (CPP), Culture Stream.

**PART B: Strategic Planning**

**STRATEGIC OBJECTIVES:**

A primary focus for the Arts Advisory Commission in 2013 will be the presentation to Council of recommendations for a Strategic Arts Investment Model for the City of Hamilton, through its Arts Funding Task Force. In May 2012, the AAC presented its Phase 1 findings to GIC regarding the need for increased and revised funding programs to support the arts in Hamilton. With Council’s approval, the Arts Funding Task Force is developing the strategic funding model, and will be presenting its findings to the community in January 2013 for review and comment, prior to a presentation to GIC in the Spring of 2013.

Other objectives include:

- To report regularly to Council;
- To monitor and assist in the implementation of a successful Arts Awards Program;
- To maintain an informed awareness of arts related issues, research and trends for the education of AAC members and for the information of Council;
- To ensure a good flow of information between the AAC, the arts community, and the City of Hamilton;
- To ensure transparency and equity in the implementation of the Public Art Program;
- To ensure transparency and equity in the use of the Lister Block for art exhibits;
- To ensure transparency and equity in the awarding of grants to applicants to the CPP Program, Culture Stream; and,
- To make recommendations regarding the effectiveness of the CPP in meeting the needs of the arts community.

**ALIGNMENT WITH CORPORATE GOALS:**

Please check off which Council approved Strategic Priorities your Volunteer Committee supports	
<b>Strategic Priority #1 - A Prosperous and Healthy Community</b>	X
<b>Strategic Priority #2 – Valued and Sustainable Services</b>	X
<b>Strategic Priority #3 – Leadership and Governance</b>	

**PART C: Budget Request**

**INCIDENTAL COSTS:**

Refreshments for Committee Meetings (12 regular AAC meetings)	\$2,250
Off-site Meetings	\$200
Refreshments for Training Sessions and Sub-Committees	\$500
Binders, office supplies, printing etc.	\$500
Printing costs for reports, etc.	\$550
<b>SUB TOTAL</b>	<b>\$4,000</b>

**SPECIAL EVENT/PROJECT COSTS:**

Annual arts community consultation	\$4,000
Implementation of Community Engagement Plan	\$2,500
<b>SUB TOTAL</b>	<b>\$6,500</b>

<b>TOTAL COSTS</b>	<b>\$10,500</b>
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<b>Funding from Volunteer Committee Reserve</b> <i>Approval of an allocation of \$2,500 from the AAC reserve for community consultation related to the Arts Funding Task Force was approved by Council as part of the 2012 Budget. \$1,000 was spent in 2012. The remainder will be spent in 2013.</i>	<b>\$1,500</b>
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<b>TOTAL 2013 BUDGET REQUEST (net of reserve funding)</b>	<b>\$9,000</b>
<b>PREVIOUS YEAR (2012) APPROVED BUDGET (2012 Request \$9,000 )</b>	<b>\$9,000</b>

**CERTIFICATION:**

Please note that this document is a request for a Budget from the City of Hamilton Operating budget. The submission of this document does not guarantee the requested budget amount. Please have a representative sign and date the document below.

**Representative's Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Telephone # :** \_\_\_\_\_



**WORK PLAN AND PERFORMANCE TARGETS – ARTS ADVISORY COMMISSION  
2013**

**Name: City of Hamilton Arts Advisory Commission**

**Period Covered by Review: 2013 – Third year of four year term**

**STRATEGIC PRIORITY #1 – A Prosperous and Healthy Community** – Support the development and implementation of neighbourhood and City wide strategies that will improve the health and well-being of residents.  
**STRATEGIC PRIORITY #2 – Valued and Sustainable Services** – Improve the City’s approach to engaging and informing citizens and stakeholders.

The Arts Advisory Commission is an appointed body of City Council. Its mandate is:

- To recommend activities for the stabilization and strengthening of the arts community;
- To inform Council of issues and achievements in the Hamilton arts community;
- To liaise with and act as a point of contact for members of the arts community regarding issues affecting the arts community;
- To monitor and assist with the implementation of the Public Art Program;
- To monitor and assist with the implementation of the Arts Awards Program; and,
- To monitor and assist with the implementation of the Community Partnership Program, Culture Stream.

Strategic Commitment Area	Objectives	Action Plan	Responsibility	Timeline	Budget	Status
Recommend activities for the stabilization and strengthening of the arts community	The development and implementation of a sustainable and appropriate funding model and funding amounts for arts professionals, arts organizations, and arts businesses	Develop a Strategic Arts Investment Model for presentation to GIC	AAC Funding Task Force (includes City of Hamilton, Hamilton Arts Council, Arts Community)	Q1,2		

Strategic Commitment Area	Objectives	Action Plan	Responsibility	Timeline	Budget	Status
Inform Council of issues and achievements in the Hamilton Arts Community	Regularly report to Council	Make a presentation to the General Issues Committee to affirm the role of the AAC and its effectiveness as a resource to Council	AAC	Q3		
		Meet with the Mayor to affirm the role of the AAC and its effectiveness as a resource to Council	Chair	Arrange Q1 Meeting Q2		
	Monitor and assist in the implementation of a successful Arts Awards Program	Appoint a representative to work with staff and third-party provider to deliver the Arts Awards Program	AAC	Q1-Q2	Budget for Arts Awards Program is held by the Culture Division	
Liaise with and act as a point of contact for members of the arts community regarding issues affecting the arts community	Maintain an informed awareness of arts related issues, research and trends for the education of AAC members and for the information of Council	Meet and report on arts related matters concerning all of Hamilton's communities as they arise	AAC	Monthly	\$4,000 (meetings, training, printed material, mailing costs)	
		Participate in City arts policy development and reviews as appropriate	AAC	As needed		
	Ensure a good flow of information between the AAC, the arts community, and the City	Undertake some or all of the following: ➤ Research and respond to arts	AAC, through its Community Engagement Sub-	Monthly	\$2,500 to implement the Community	

Strategic Commitment Area	Objectives	Action Plan	Responsibility	Timeline	Budget	Status
	of Hamilton, with a special focus on outreach to diverse communities to ensure representation at all levels of the AAC	<ul style="list-style-type: none"> <li>related challenges</li> <li>➤ Meet with the Hamilton Arts Council and other leadership groups to ensure co-operation and avoid overlap</li> <li>➤ Educate the AAC through presentations by arts groups and organizations at AAC meetings</li> <li>➤ Plan for off-site meetings at arts organizations around City</li> <li>➤ Organize opportunities for formal consultation with the arts community</li> <li>➤ Communicate information to Council and community at large through maintenance of a website, and an annual report at the beginning of each year</li> </ul>	Committee		Engagement Plan	
		Plan and implement a workshop to share findings of the Arts Funding Task Force with the community	AAC, through the Arts Funding Task Force	Q1,2	\$4,000	
Monitor and assist with the implementation of the Public Art Program	To ensure transparency and equity in the implementation of the Public Art Program	Assign one member to sit on each jury for public art competitions  Receive and review regular updates on the program's status	AAC	On-going		
	To ensure transparency and equity in the use of the Lister Block for art	Assist in the development of guidelines for the display of art in the Lister Block	AAC	Q3		

Strategic Commitment Area	Objectives	Action Plan	Responsibility	Timeline	Budget	Status
	exhibits					
Monitor and assist with the implementation of the Community Partnership Program, Culture Stream	To ensure transparency and equity in the awarding of grants to applicants to the CPP, Culture Stream	Participate in the adjudication of arts applications to the CPP	AAC	Q4, Q1		
	To make recommendations regarding the effectiveness of the CPP in meeting the needs of the arts community	Periodically review the CPP for its effectiveness in serving the arts community	AAC	As needed		