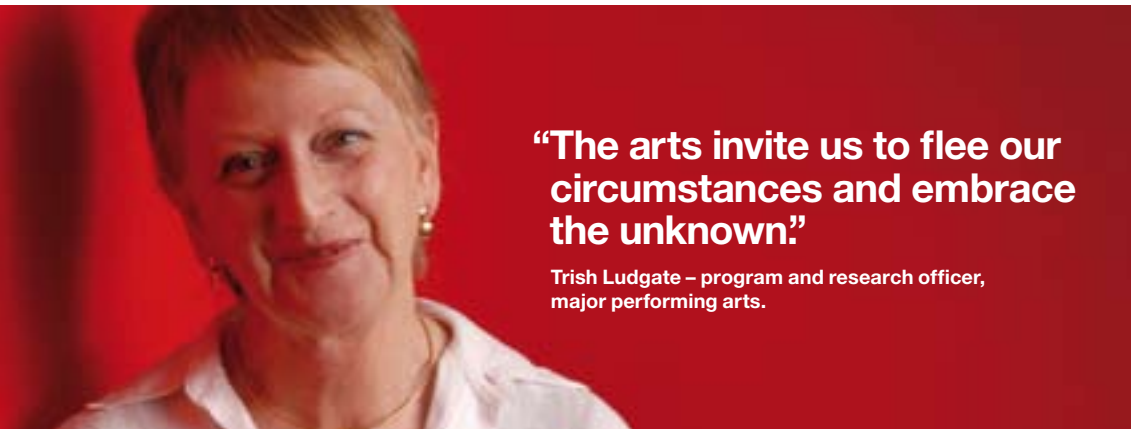


Section 02

About the Australia Council

**The Australia Council
is the Australian
Government's
arts funding and
advisory body.**



“The arts invite us to flee our circumstances and embrace the unknown.”

Trish Ludgate – program and research officer,
major performing arts.

The Australia Council enriches the lives of Australians and their communities by supporting the creation and enjoyment of the arts.

The Australia Council’s vision is to:

- enable Australia’s arts and its artists to pursue excellence
- preserve, maintain and develop the distinctive features of Australia’s culture
- ensure all Australians have the opportunity to engage with the arts and enjoy a rich cultural life
- shape a future in which the arts play a meaningful and vital role in the everyday lives of Australians and their communities.

The Australia Council plays a crucial role in supporting artists and arts organisations to create and present their work, improve and develop their skills, and tour and promote their work to wider audiences. It also develops new audiences for the arts here and overseas and promotes an appreciation of the value of the arts to Australians.

The Australia Council’s national focus reflects the culture and creativity of both regional and urban communities, and honours its statutory obligation to ensure access to and participation in the arts by all Australians. The arts and culture of Aboriginal and Torres Strait Islander peoples are valued and supported.

The Australia Council maintains and develops cooperative arrangements with state and territory arts funding authorities, local governments and key international agencies.

Formed as an interim Council in 1973, the Australia Council was given statutory authority status by the *Australia Council Act 1975*. It replaced an earlier non-statutory body called the Australian Council for the Arts, which had been established as a division of the Prime Minister’s Department in 1968.

The Australia Council subsumed other arts-related government functions, such as the Commonwealth Literary Fund and the Commonwealth Art Advisory Board. It was granted considerably expanded functions and greater independence from government than its predecessors.

The work of the Australia Council is guided by two fundamental principles:

- The ‘arm’s length’ principle, enshrined in the *Australia Council Act 1975*, which provides that Ministers may not direct the Council with respect to the provision of grants.
- The ‘peer assessment’ principle, whereby decisions on grants are made by artists, individuals closely associated with the arts, and community representatives who are peers of those being assessed. Grants are offered to artists and arts organisations whose proposals, in competition with those of other applicants, and within budgetary constraints, demonstrate the highest degree of artistic merit and innovation.



Thancoupie
Mullet Egg 2006

Dr Thancoupie Gloria Fletcher AO
received the Australia Council's Visual
Arts Emeritus Award 2007.

Image courtesy of the artist and Craft Queensland.



Governance

The governing body of the Australia Council – the Council – is responsible for the overall corporate governance of the organisation.

“Everyone can appreciate the value that creative people bring to our communities and workplaces.”

Claire Diment – human resources adviser.



The Council determines priorities, policies and the budgetary framework within which the Australia Council and its boards, committees and advisory bodies operate, and monitors its achievements.

In accordance with the terms of the *Australia Council Act 1975*, the Council has between 10 and 14 members, not including the Australia Council chief executive officer who is a member of the Council (*ex officio*). The Governor-General appoints the Council chairperson on advice of the Minister for the Arts and Sport. The Minister appoints members of the Council. Terms of appointment for members of the Council are generally three years to a maximum of six. Members are appointed with a view to achieving a balance of relevant expertise in the arts, business, management, public policy, corporate governance and administration, appropriate for regional, gender, multicultural and Indigenous community participation in the arts.

All new members of the Council attend a formal induction program where they receive a copy of the *Australia Council Manual for Members* and the Department of Communications, Information

Technology and the Arts' *General Guidance for Directors of Statutory Authorities*. They must abide by the Code of Conduct for Holders of Public Office (the Bowen Code) that is reproduced in the *Manual for Members*. The manual also contains a section that outlines appropriate ethical standards with regard to, among other things, confidentiality and disclosure of Council business, conflicts of interest, political activity, sponsored travel and acceptance of gifts.

If a Council member believes at any time that they require legal advice on any matter, the chairperson advises the chief executive officer to consult the executive director corporate resources on the procedure for obtaining this advice.

During 2006-07, the Council met six times:

- 11 August 2006 in Melbourne
- 14-15 September 2006 in Mackay
- 30 November 2006 in Brisbane
- 28 February 2007 in Perth
- 11 April 2007 in Adelaide
- 28-29 June 2007 in Sydney.



James Strong AO
Chairman (NSW)

Appointed chairman of the Council for three years from 1 July 2006; member of the Audit and Finance Committee, and the Nominations and Governance Committee; chairman of Insurance Australia Group Ltd, Woolworths Limited and the Rip Curl Group Pty Ltd; non-executive director of Qantas Airways Limited; director of Story Bridge Adventure Climb Pty Ltd and the Australian Grand Prix Corporation.

Joseph Gersh AM
Deputy chairman (Vic.)

Appointed deputy chairman of the Council for three years from 1 July 2006; chairman of the Nominations and Governance Committee, and Appeals Committee, and member of the Audit and Finance Committee; executive chairman of Gersh Investment Partners Ltd; chairman of the Australian Reinsurance Pool Corporation, National Institute of Circus Arts, and Artbank; director of the Payments System Board of the Reserve Bank of Australia and The Sydney Institute.

Kathy Keele
Chief executive officer (NSW)

Appointed chief executive officer and member of the Council (*ex officio*) for three years on 7 February 2007; chair of the Decisions Review, Donations Fund and Reserves Fund Committees, and a member of the Audit and Finance and Nominations and Governance Committees; member of the Australia International Cultural Council and Heads of Cultural Organisations; *ex officio* member of the Playing Australia Committee and Festivals Australia Committee; observer status on the Cultural Ministers Council Standing Committee.

Richard Allert AM
Chair, major performing arts board (SA)

Appointed to the Council as chair of the major performing arts board for three years from 1 February 2006; chair of the Audit and Finance Committee; chairman of Coles Group Ltd, AXA Asia Pacific Holdings Ltd and Cavill Power Products Pty Ltd Group; director of the Australia Business Arts Foundation; member of the Forces Advisory Council on Entertainment.

Barbara Black
Community interest representative (WA)

Appointed to the Council as a community interest representative for three years from 3 April 2006; director of the University of Western Australia (UWA) Albany Centre.

Nicola Downer AM
Community interest representative (SA)

Appointed to the Council as a community interest representative for three years from 18 December

2003, and reappointed for an additional three years from 18 December 2006; chair of the Australia Council Multicultural Advisory Committee and a member of the Decisions Review Committee; governor of the State Theatre Company of South Australia; chair of the Helpmann Academy Foundation Board and Fleurieu Peninsula Biennale; president of the Queen Adelaide Club; patron of the Hahndorf Academy and vice patron of Regional Arts Australia; member of the Adelaide Cabaret Festival Advisory Board, Botanic Gardens 150 Committee, Australian Garden History Society, Prostate Cancer Board SA, Sydney Opera House Advocacy Group and the Victoria League Executive Committee.

Dominique Fisher
Chair, dance board (Vic.)

Appointed to the Council as chair of the dance board for three years from 24 August 2006; managing director of EC Strategies Pty Ltd; executive chair of WebAlive Pty Ltd, chair of Circadian Technologies Ltd and Sky Technologies Pty Ltd; non-executive director of Leakes Rd Rockbank Pty Ltd (Mirvac); non-executive director of Pacific Brands Ltd; director of the Prostate Cancer Foundation (Vic.).

Dr Graeme Koehne
Chair, music board (SA)

Appointed to the Council as chair of the music board for three years from 19 December 2002, reappointed for an additional 12 months from 20 December 2005 and re-appointed for an additional two years from 19 December 2006; professor of composition at the University of Adelaide.

Ian McRae
Chair, theatre board (Vic.)

Appointed to the Council as chair of the theatre board for three years from 24 July 2002, and reappointed for an additional two years from 24 July 2005; member of the Audit and Finance Committee; member of the International Federation of Arts Councils and Cultural Agencies, Australian International Cultural Council and the Tasmanian Arts Advisory Board; director of Bangarra Dance Theatre; deputy chair of the Australian National Commission of UNESCO.

Tim O'Loughlin
Community interest representative (SA)

Appointed to the Council as a community interest representative for three years from September 2005; chair of the Community Partnerships Committee and a member of the Australia Council Multicultural Advisory Committee; deputy chief executive, Sustainability and Workforce Management within the Department of the Premier and Cabinet, South Australia; chair of Adelaide Symphony Orchestra.

Dr Imre Salusinszky**Chair, literature board (NSW)**

Appointed to the Council as chair of the literature board for three years from 24 June 2006; NSW political reporter and a regular columnist for *The Australian* newspaper.

Dr Chris Sarra**Chair, Aboriginal and Torres Strait Islander arts board (Qld)**

Appointed to the Council as chair of the Aboriginal and Torres Strait Islander arts board for three years from 9 March 2005; director of the Indigenous Education Leadership Institute, for the Queensland Department of Education, Training and the Arts.

Professor Edgar Snell**Chair, visual arts board (WA)**

Appointed to the Council as chair of the visual arts board for three years from 27 December 2006; professor of contemporary art and dean of art at the John Curtin Gallery, Curtin University of Technology, Perth; Perth art reviewer for *The Australian* newspaper; member of the Fulbright Scholarship Western Australian State Selection Committee.

Staff representative

Australia Council staff elects a staff representative to represent them as an observer on the Council. Youth arts and education manager Gillian Gardiner held this position from June 2006 to November 2006; Kerri McIlvenny, senior policy officer, ATISA, was elected staff representative in December 2006.

Department of Communications, Information Technology and the Arts representative

The Department of Communications, Information Technology and the Arts has observer status on the Council. Lynn Bean, acting deputy secretary of arts and sport, and Mark Taylor, general manager of arts, regional and governance branch, filled this position in 2006-07.

Changes to Council membership in 2006-07

James Strong AO, chairman of the Council, was appointed for a three-year term from 1 July 2006.

Joseph Gersh AM, deputy chair of the Council, was appointed for a three-year term from 1 July 2006.

Jennifer Bott, chief executive officer, resigned from the Australia Council effective 19 September 2006.

Kathy Keele was appointed chief executive officer for a three-year term from 7 February 2007.

Lesley Alway, chair of the visual arts board, resigned from the Council effective 30 September 2006.

Professor Edgar Snell, chair of the visual arts board, was appointed for a three-year term from 27 December 2006.

Dominique Fisher, chair of the dance board, was appointed for a three-year term from 9 August 2006.

Schedule of attendance at Council meetings 2006-07

	MEETINGS HELD WHILE A MEMBER	MEETINGS ATTENDED
James Strong AO	6	6
Joseph Gersh AM	6	5
Kathy Keele	3	3
Richard Allert AM	6	5
Lesley Alway	2	2
Barbara Black	6	6
Jennifer Bott	2	2
Megan Coombs (acting CEO)	1	1
Nicola Downer AM	6	5
Dominique Fisher	6	6
Dr Graeme Koehne	6	4
Daniel McOwan (acting chair visual arts)	1	1
Ian McRae	6	6
Tim O'Loughlin	6	5
Dr Imre Salusinszky	6	5
Chris Sarra	6	5
Prof Edgar Snell	3	3
Kerri McIlvenny	4	3
Gillian Gardiner	2	2

MINISTERIAL DIRECTIONS

The Australia Council received no ministerial directions during the year. Two general policies from previous financial years continue to be noted, namely those on foreign exchange and cost recovery.

COUNCIL DIRECTIONS

The *Australia Council Act 1975* requires that the text of all directions to its committees during the year be included in the Australia Council's annual report. The delegations to the Appeals Committee, Community Partnerships Committee, Decisions Review Committee, Donations Fund Committee, New Australian Stories Committee, Reserves Fund Committee, the generic artform boards, major performing arts board and Aboriginal and Torres Strait Islander arts board are in previous annual reports and available on the Australia Council's website.

COMMITTEES AND ADVISORY BODIES

In addition to policy input from its boards, the Council relies from time to time on the expert advice of specialist committees and panels.

Australia Council Multicultural Advisory Committee (ACMAC)

ACMAC develops strategies for and monitors the implementation of the Australia Council's Arts in a Multicultural Australia policy. The committee comprises experts in the area of multiculturalism and the arts in Australia and internationally.

ACMAC met twice and held one sub-committee meeting in 2006-07.

	MEETINGS HELD WHILE A MEMBER	MEETINGS ATTENDED
Nicola Downer AM (chair)	2	2
Teresa Crea	2	2
Prof Amareswar Galla	2	1
Walter Gomes	2	1
Kon Gouriotis	2	2
Prof Andrew Jakubowicz	2	2
Fotis Kapetopoulos	2	2
Tiffany Lee-Shoy	2	1
Tim O'Loughlin	2	0

Appeals Committee

The Council has delegated powers to the Appeals Committee to consider and determine any appeal from a board, committee or senior officer of the Australia Council regarding a decision by the Council chairperson and chief executive officer to rescind a previously approved grant.

Membership of the committee comprises any two of the non-board chair members of the Council, the deputy chairperson of the Council (or chairperson, if the deputy chairperson has participated in the decision to rescind subject to an appeal), and a board chair member of the Council not involved in the decision previously.

No appeals were received during the year and the Appeals Committee did not meet.

Audit and Finance Committee

In November 2006, the Council agreed to merge the Audit Committee and the Finance Committee. The new Audit and Finance Committee's objective is to oversee and review the Australia Council's corporate governance obligations in relation to external accountability, financial reporting, internal controls, risk management, internal and external audit activities, and legal and financial compliance. In addition the committee monitors the Australia Council's compliance with the terms and conditions of the Triennial Funding Agreement with the Australian Government, the Australia Council's overall financial position, budget preparation and any other significant financial issues, as they arise.

The committee is authorised to request information it requires from employees of the Australia Council, including internal auditors; to discuss matters with external auditors; and to seek independent professional advice, as it considers necessary. Minutes of the committee meetings are included in Council papers and the chair of the committee reports on relevant matters at Council meetings. The committee has an advisory role and is not delegated to act on the Council's behalf. The committee is chaired by a member of the Council and includes the chairperson of the Council, the deputy chairperson, one other Council member and the chief executive officer.

The Audit Committee met three times, the Finance Committee met twice, and the Audit and Finance Committee met three times in 2006-07.

	AUDIT AND FINANCE COMMITTEE	AUDIT COMMITTEE	FINANCE COMMITTEE
Richard Allert AM (chair)	3 (3)		2 (2)
James Strong AO	3 (3)		2 (2)
Joseph Gersh AM	3 (3)		2 (2)
Ian McRae	2 (3)	3 (3)	
Kathy Keele	3 (3)		
Jennifer Bott			1 (1)
Megan Coombs		1 (1)	
Tim O'Loughlin		3 (3)	
Lesley Alway			1 (1)

Community Partnerships Committee

In October 2005 the Council established the Community Partnerships Committee to provide strategic, advisory and policy leadership to the Australia Council's community partnerships section. The committee's key responsibilities are to oversee and deliver funding support and grants programs for community partnerships initiatives and community cultural development activities. The committee is also responsible for overseeing the Council's strategic engagement with arts in the community; youth and the arts; education and the arts; arts in a multicultural Australia; regional arts; and arts and health.

The Community Partnerships Committee met six times during 2006-07.

	MEETINGS HELD WHILE A MEMBER	MEETINGS ATTENDED
Tim O'Loughlin (chair)	6	5
Norm Horton	4	4
Tiffany Lee-Shoy	6	6
June Moorhouse	6	5
Scott Rankin	6	4
Jack Ritchie	6	6
Titiana Varkopoulos	6	3

“Australians recognise that the arts unleash new ways of thinking and energise individuals and their communities.”

Ivana Jirasek – coordinator, Artsupport Australia.



Decisions Review Committee

The role of this committee is to determine requests for review of decisions from grant applicants who have grounds to claim that correct decision procedures were not followed in relation to their applications. The committee does not assess the artistic merit of applications. Its purpose, under the Council's direction to the committee, is only to ensure that the boards, committees and senior officers have followed correct decision-making procedures.

The membership comprises the chief executive officer and at least three Council members, none of whom may be board chairs.

Members of the committee at 30 June 2007 were:

- Kathy Keele (chair)
- Barbara Black
- Nicola Downer AM.

The Decisions Review Committee did not meet in 2006-07. Four requests for review were received by the Council during the year but were found by the secretary of the Council to be ineligible, lacking valid reasons supporting the grounds for review.

Donations Fund Committee

This committee accepts and administers gifts made to the Australia Council Donations Fund in accordance with the requirements of the *Income Tax Assessment Act 1997* and the Register of Cultural Organisations. The committee and the chief executive officer, who is the committee chair, have delegated powers from the Council to accept and administer such gifts.

The majority of committee members are independent of the current operations of the Australia Council.

The Donations Fund Committee met once in 2006-07.

	MEETINGS HELD WHILE A MEMBER	MEETINGS ATTENDED
Jennifer Bott (chair)	1	1
Louise Walsh	1	1
Dr Helen Nugent AO	1	1
Leon Paroisseien AM	1	1
Philip Rolfe	1	1
Kathy Keele	1	1

New Australian Stories Committee

The New Australian Stories Committee was established in August 2004 and was subsequently delegated with powers to make grants. Its role is to support the creation and presentation of new works through the New Australian Stories initiative, reflecting distinctly Australian stories by artists, writers, composers, performers and choreographers. This initiative was made possible by a one-off special allocation from the Australian Government. The committee has now allocated all the special funds to the creation, production or presentation of new artistic works, including a small sum set aside to assist international presentations. In June 2007, the Council agreed to revoke the New Australian Stories delegation and disband the committee, expressing its sincere thanks to all of the participating members.

Members of the committee were:

- Kathy Keele (chair)
- Ian McRae
- Daryl Buckley
- Rhana Devenport
- Wesley Enoch
- Lindy Hume
- Scott Rankin.

Nominations and Governance Committee

The Nominations and Governance Committee facilitates and oversees a streamlined nominations process, through which the Council recommends members for the Council and its boards to the Minister, as required under the Australia Council Act. The committee also advocates the Council's nominations to the Minister and assists the Council on governance matters, advising as required. It has an advisory role and is not delegated to act on the Council's behalf.

The Nominations and Governance Committee met five times in 2006-07.

	MEETINGS HELD WHILE A MEMBER	MEETINGS ATTENDED
Joseph Gersh AM (chair)	5	5
James Strong AO	5	5
Kathy Keele	3	3
Megan Coombs	1	1
Jennifer Bott	1	1

In addition, board chairs attended meetings as required to address membership issues regarding their boards.

Reserves Fund Committee

The Reserves Fund Committee was established in 2005 to oversee and manage an allocation of funds reserved for triennially funded companies that are experiencing financial difficulty. The committee is responsible for assessing applications from companies for loans, ensures compliance with relevant legislation and regulations and reports to the Audit and Finance Committee on the operations of the fund.

The Reserves Fund Committee did not meet in 2006-07.

Members of the committee at 30 June 2007 were:

- Kathy Keele (chair)
- Dr Catherine Brown-Watt PSM
- Emma Murphy
- Ben Strout.

ARTFORM BOARDS

The seven artform boards are the principal administrators of the Australia Council's arts funding role. They are the Australia Council's major source

of advice on the development of arts policy and grant programs.

The Minister establishes the boards under the Australia Council Act. They function within the framework of the Australia Council's Corporate Plan 2006–2010 and related policies and budget allocations. Most boards have seven members and all have a chairperson. The Aboriginal and Torres Strait Islander arts board has nine members, including a chairperson. The major performing arts board has eight members (see figure 13).

Artform boards must include people who practise or have practised the arts or are otherwise associated with the arts, as well as a number of community interest representatives, as the Minister thinks fit. Members may initially be appointed for four years but, in general, appointments are for three years (renewable for up to a continuous period not exceeding six years). Board chairs, under the Act, are members of the Council.

In addition to their role in providing advice to the Council, the artform boards develop their own policies within the framework of policies and priorities determined by the Council.

Peers

The Council has delegated the power to allocate grants principally to the boards. In assessing grant applications, the boards may seek additional guidance in their decisions from experts listed in the Australia Council's Register of Peers. Peers may be invited once per year by each board to assist at grant assessment meetings.

Peers also provide 'in-the-field' assessments and general policy advice to the boards, as commissioned. Under the Council's Conflict of Interest Code, board members and peers may not assess or advise on their own grant applications, or on grant applications through which they would be major beneficiaries through a third party. In the current year, three peers provided external assessment of applications, support material or performances, and 46 peers participated in board and committee grants assessment meetings.

Funding decisions by senior officers

Certain senior officers of the Australia Council are delegated power to make grants and pursue particular purposes already approved by the Council or its boards. When doing so, the senior officers concerned may consider assessment reports by peer experts, or panels of peer experts. In the current year, 25 peers made recommendations to senior officers regarding funding decisions.



**“Life without art is bleak.
The arts bring texture
and colour to our lives.
Words, images, music
and dance enliven the
landscape of our society.”**

Caro Flood – assistant program officer, dance.

Figure 13
Artform board members
At 30 June 2007

**ABORIGINAL AND TORRES STRAIT
ISLANDER ARTS BOARD**

Dr Chris Sarra (chair, Qld)

Rosie Barkus (Torres Strait)

Richard Frankland (Vic.)

Jeanette James (Tas.)

Tara June Winch (NSW)

DANCE BOARD

Dominique Fisher (chair, Vic.)

Claudia Alessi (SA)

Steven Richardson (Vic.)

Frances Rings (NSW)

Suzan Williams (Qld)

LITERATURE BOARD

Dr Imre Salusinsky (chair, NSW)

Dr Jack Hibberd (Vic.)

Dr Peter Holbrook (Qld)

Bronwyn Lea (Qld)

Sophie Masson (NSW)

Glyn Parry (WA)

MUSIC BOARD

Dr Graeme Koehne (chair, SA)

Prof Andrew Arthurs (Qld)

Father Arthur Bridge (NSW)

Carol Day (WA)

THEATRE BOARD

Ian McRae (chair, Vic.)

Elizabeth Butcher AM (NSW)

Pamela Creed (Vic.)

Annette Downs (Tas.)

Kate Fell (Qld)

Sarah Miller (WA)

VISUAL ARTS BOARD

Prof Edgar Snell (chair, WA)

Robin Best (SA)

Peter Bowles (WA)

Janet Laurence (NSW)

Daniel McOwan (Vic.)

Karen Mills (NT)

Robyn Stacey (NSW)

MAJOR PERFORMING ARTS BOARD

Richard Allert AM (chair, SA)

Frank Cooper (WA)

Brian Jamieson (Vic.)

Katie Lahey (NSW)

Jonathan Mills (NSW)

Jillian Segal AM (NSW)

Judith Stewart (Qld)



Greg Healey

Greg Healey's innovative Big Red street furniture designs were supported through the MMM strategic initiative in 2006.

Image courtesy of the artist. Photo Don Brice.



Organisation

In pursuit of its vision, the Australia Council has committed to a Corporate Plan 2006-2010 which guides its activities and priorities.

AUSTRALIA COUNCIL CORPORATE PLAN

The Corporate Plan focuses on two corporate outcomes and six corporate goals.

OUTCOME 1		OUTCOME 2		
That Australian artists create and present a body of distinctive cultural works characterised by the pursuit of excellence.		That Australian citizens and civic institutions appreciate, understand, participate in, enjoy and celebrate the arts.		
Output 1.1 Investments in artistic production and development of artistic practice	Output 1.2 Presentation of distinctive Australian culture works nationally and internationally	Output 2.1 Promoting the understanding, enjoyment, participation in and appreciation of the arts by Australians	Output 2.2 Infrastructure development for Australia's creative arts	Output 2.3 Provision of policy development, research, promotional and advisory services
Corporate Goal 5 Foster artistic innovation, experimentation, and research and development	Corporate Goal 1 Support the excellence, diversity and distinctiveness of Australia's arts and artists	Corporate Goal 2 Increase community engagement and individual participation in the arts	Corporate Goal 3 Increase recognition of the arts as a key element in Australia's cultural, social and economic development	Corporate Goal 4 Improve the vitality and viability of the arts
Corporate Goal 6 Maximise the Australia Council's capability to manage its people and resources				

ORGANISATIONAL STRUCTURE

The Australia Council organisation comprises the office of the chief executive and seven divisions: Aboriginal and Torres Strait Islander arts; arts development; Artsupport Australia; community partnerships and market development; corporate resources; governance and public affairs; and major performing arts.

A full-time staff of 150 (average), located in Sydney with one based in Darwin, supports the work of the Australia Council. Employees are appointed under the *Australia Council Act 1975*, on terms and conditions set out in individual employment agreements, which incorporate the Australia Council's Determination No 1 of 2006 and the Australia Council's Certified Agreement.

The chief executive officer (CEO) is responsible to the Council for the conduct of its affairs and, in conjunction with the Council chairperson, liaises with the Minister concerning government arts policies and the Australia Council's budget, statutory powers and functions. The CEO also liaises with the Department of Communications, Information Technology and the Arts (DCITA) concerning government arts policies.

Aboriginal and Torres Strait Islander arts

(ATSIA) supports the development and promotion of traditional arts practices and new forms of artistic expression among Aboriginal and Torres Strait Islander peoples in urban and regional areas, and in all artforms.

Arts development supports the excellence and diversity of arts practice through its grant categories, strategic initiatives and multi-arts projects. The division comprises six arts sections plus the key organisations and operations sections. Senior officers manage grant assessment processes and artform development for the dance, literature, music, theatre and visual arts boards, and for the inter-arts office. The key organisations section is responsible for managing relationships with triennially funded arts organisations. The operations section provides support to the division, and other areas of the Australia Council.

Artsupport Australia is an Australia Council initiative to grow cultural philanthropy. It manages a range of programs designed to grow philanthropy to the arts and culture in Australia.

Community partnerships and market development is responsible for the Australia Council's work in the areas of community arts, audience and market development, arts marketing skills development, and international marketing and promotion. The community partnerships section drives the Australia Council's work in social inclusion notably community cultural development, youth, education, disability and regional development.

Corporate resources provides the Australia Council's human resources, financial services, legal compliance, information technology and office services functions. This includes supporting the organisation in its business planning and budgeting activities.

Governance and public affairs is responsible for managing the Australia Council's external relations. It manages a broad range of programs and activities covering marketing and communication, government relations, governance, research and the secretariat.

Major performing arts aims to ensure Australia has an artistically vibrant, financially viable and broadly accessible major performing arts sector. The major performing arts board is responsible

for oversight of the operations of performing arts companies throughout Australia, as joint and equal partners with state government funding agencies.

STAFF PROFILE

The Australia Council's staff profile reflects the diversity, flexibility and skills required to meet the changing needs of the dynamic arts sector. The Australia Council's staff level at 30 June 2007 was 150, compared to 145 employees at 30 June 2006 (see figure 14).

The representation of employees in the targeted Equal Employment Opportunity groups at 30 June 2007 is shown as a percentage of total employees in figure 16 below. The Australia Council continues to focus on its employment targets for Aboriginal and Torres Strait Islander peoples, and people with a disability.

Figure 14
Number of staff by division 2006-07

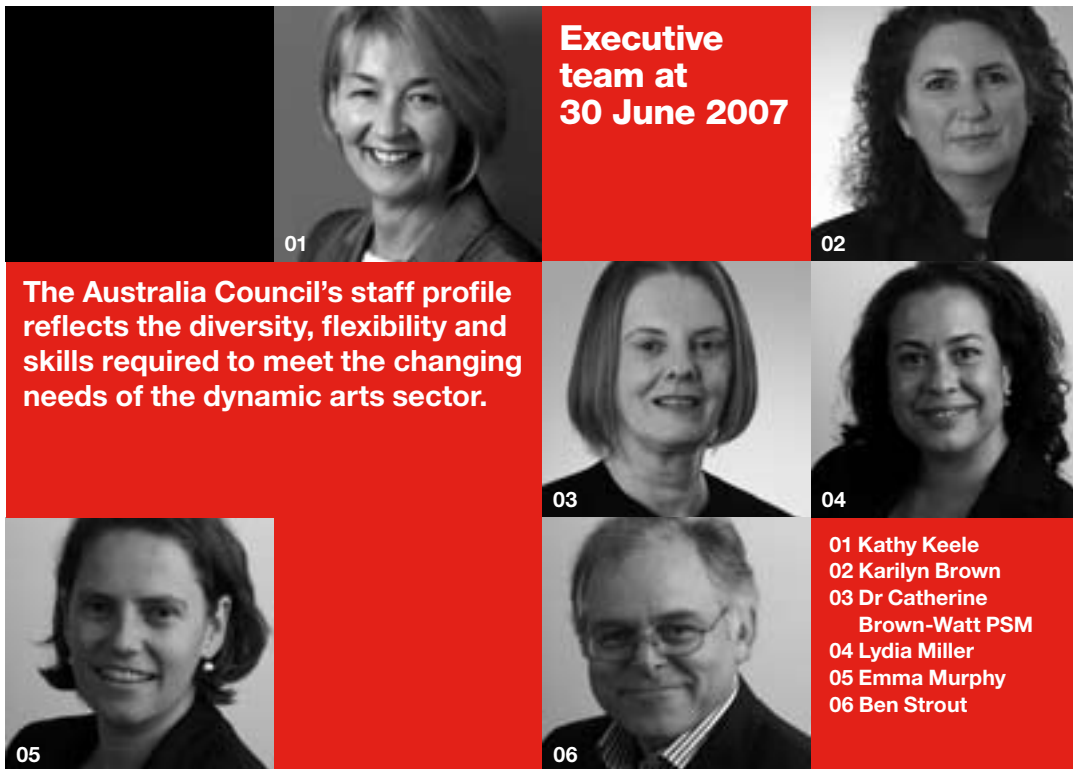
DIVISION	2005-06	2006-07
Arts development	61	60
Aboriginal and Torres Strait Islander arts	9	11
Community partnerships and market development	28	33
Corporate resources, office of the CEO and Artsupport Australia	26	26
Governance and public affairs [^]	n/a	14
Major performing arts	6	6
Marketing and communication [^]	7	n/a
Strategy [^]	8	n/a
Total	145	150

[^]In June 2007, the governance and public affairs division was created, incorporating the functions of the marketing and communication unit and many of the strategy unit.

Figure 15
Representation of employees in Equal Employment Opportunity groups at 30 June 2007

GROUP	%
Women	73.1
Aboriginal and Torres Strait Islanders	2.1
Disability	3.5
Non-English Speaking Background	12.4

Shown as a percentage of total employees.



Photos by Fred Kroh and Stu Spence.

Kathy Keele

Chief executive officer

Appointed February 2007; previously chief executive, Australia Business Arts Foundation; extensive experience in business development and marketing.

Karilyn Brown

Executive director, community partnerships and market development

Appointed January 2001; previously senior program manager cultural programs, SOCOG; more than 20-year career at the Australia Council.

Dr Catherine Brown-Watt PSM

Executive director, governance and public affairs

Appointed June 2007; previously executive director, major performing arts; extensive experience in arts administration and higher education.

Lydia Miller

Executive director, Aboriginal and Torres Strait Islander arts

Appointed June 2005; previously executive officer, Aboriginal Justice Advisory Council; extensive experience in the arts, health and community sectors.

Emma Murphy

Executive director, corporate resources

Appointed January 2007; previously finance director, Opera Australia; extensive experience in finance in the arts sector.

Ben Strout

Executive director, arts development

Appointed December 2000; Previously manager, theatre and dance funds; More than 20-year career at the Australia Council.

Vacant

Executive director, major performing arts



Jaya Savige

Poet Jaya Savige took out several literary awards during 2006-07 for his first book of poems.

Image courtesy of the artist.



Accountability

The Australia Council encourages feedback on its performance. It reviews compliance with the service charter annually and identifies areas for improvement.

“More Australians engaging with the arts results in more artists creating more work that truly reflects the diversity of our nation.”

Kim Hanna – manager, national audience development.



SERVICE CHARTER

The Australia Council's service charter reflects its commitment to quality client service. It describes the service standards, which clients and other stakeholders can expect from the Australia Council. Visit www.ozco.gov.au to view the service charter.

Handling customer feedback and complaints

The Australia Council encourages feedback on its performance. It reviews compliance with the service charter annually and identifies areas for improvement. In 2006-07, there were 15 written complaints. The Australia Council resolved all but one of the complaints within the charter's service standards. The most common complaints were about unsuccessful grant applications. Two such applicants sought a review of the particular artform board's decision by the Council's Decisions Review Committee.

COMMONWEALTH DISABILITY STRATEGY

The Commonwealth Disability Strategy (CDS) is the legislative framework for Commonwealth organisations to meet their obligations under the *Disability Discrimination Act 1992*. The Australia Council is required to report on its performance in meeting the CDS under the designated core roles of policy adviser, purchaser, provider and employer.

In the role of policy adviser, the Australia Council aims to support the needs of people with disabilities in the arts sector. It does so through triennial funding support to Arts Access Australia (AAA), the peak body for arts and disability in Australia. AAA works

to promote the rights of people with disabilities to participate in and determine their cultural life. The Australia Council is committed to making its programs accessible to people with disabilities. The Australia Council seeks input from AAA and other representatives to shape its policy and programs.

The Australia Council is committed to making timely public announcements in accessible formats for people with disabilities. Its media announcements are available on the website in HTML and PDF formats.

General information is provided in print and online formats. Audio access to the Australia Council's *Grant Seeker's Guide* is available on request. A TTY facility is available for information about Australia Council programs and services.

Grant application forms include a statistics-gathering page, which allows applicants to self-identify as having a disability.

The Australia Council also ensures that its recruitment, employment and professional development policies and procedures comply with the *Disability Discrimination Act 1992*. Job applicants with special needs can receive information in a variety of accessible formats. Job ads are available on the Australia Council website.

The Australia Council has recruitment and selection guidelines that promote merit selection and non-discriminatory decisions. A comprehensive induction program provides new employees with an understanding of the Australia Council's functions and policies, which include anti-discrimination and

diversity principles. The Australia Council collects data relating to diversity and reports on it at least annually.

The Australia Council has internal and external grievance procedures, including a review of actions procedure, which is modelled on provisions in the *Public Service Act 1999*. The review of actions procedure provides for appeals to the merit protection commissioner. Staff members have access to a professional counselling service through the Employee Assistance Program.

FREEDOM OF INFORMATION

This statement is provided in accordance with section 8 of the *Freedom of Information Act 1982* (FOI Act). Section 8 of the FOI Act requires each agency to publish detailed information about the way it is organised; its powers; the kinds of decisions made; arrangements for public involvement in work of the agency; documents held by the agency; and how members of the public can access these documents.

Access to records under the FOI Act

Members of the public may apply for access to documents under the FOI Act. In many cases, the information being sought is freely available at www.ozco.gov.au.

Requests for access to information under the FOI Act should be in writing and include a \$30 application fee.

Chief Executive Officer
Attention: FOI coordinator
Australia Council for the Arts
PO Box 788, Strawberry Hills NSW 2012

To contact the FOI coordinator visit the Australia Council's offices at 372 Elizabeth Street, Surry Hills NSW, or call 02 9215 9000 or 1800 226 912 toll-free during normal business hours. The offices are wheelchair accessible.

Freedom of Information requests

There were three requests for information under the FOI Act in 2006-07.

Categories of documents

The Australia Council has extensive documentary holdings in hard copy and electronic form. These include:

- documents relating to policy development and program administration, including reports, briefings, correspondence, minutes, submissions, statistics and other documents
- reference material used by staff including guidelines and manuals
- audio and visual records held as part of its

cultural development activities

- relevant Commonwealth legislation
- Australia Council Corporate Plan 2006–2010
- Australia Council policies (National Aboriginal and Torres Strait Islander Arts, Arts in a Multicultural Australia, Regional Arts Development, Young People and the Arts).

Facilities for access

If it approves access, and after full payment of any charges is received, the Australia Council will provide copies of the documents concerned.

Alternatively, applicants may arrange to inspect documents at the Australia Council offices at the above address. For applicants living outside NSW, documents can be viewed at the nearest regional office of the National Archives of Australia (Adelaide, Brisbane, Canberra, Darwin, Hobart, Melbourne, Perth or Townsville).

The application fees and charges for FOI requests are determined in Schedules to the FOI (Fees and Charges) Regulations. Charges may be remitted on request if their imposition would cause undue financial hardship or release of the documents is in the general public interest. A decision not to remit the charges must be made within 30 days of a request being made.

DECISION-MAKING AND OTHER POWERS

The Australia Council makes decisions under its enabling legislation the *Australia Council Act 1975*.

ARRANGEMENTS FOR INVOLVING STAKEHOLDERS

The Australia Council's legislation and policies provide for consultation with the arts sector, other stakeholders and the general community. The consultation process includes a consideration of views from:

- management advisory committees
- community arts organisations and individuals
- state/territory and local government agencies responsible for assisting the arts communities
- public meetings in metropolitan and regional centres, generally in conjunction with meetings of the Council and artform boards
- public meetings by artform directors and other senior members of staff, either independently or in association with other arts organisations
- discussion groups or seminars with invited members of the public
- draft discussion papers circulated for comment



“The arts have their own language, to paraphrase Calvino. We can say in them what cannot be said in any other way.”

Chris Cyrill – section coordinator, literature.

- ‘open interviews’ when staff are present to meet current and prospective clients.

The Australia Council invites the views of the public on submissions about topics of arts sector interest.

RISK MANAGEMENT

The effectiveness of the Australia Council’s compliance programs stems from critically reviewing where the highest risks to optimal compliance occur, and then implementing appropriate processes to minimise such risks. The risk management process involves collecting relevant risk data to assess the identified risks against the current compliance control measures.

Staff training and education

The Australia Council delivered a series of internal compliance training programs during 2006-07.

These programs consisted of:

- contract management
- risk assessments in consultancy and grant agreements
- review of decision-making processes.

Additional seminars are planned for the 2007-08 financial year.

External Scrutiny

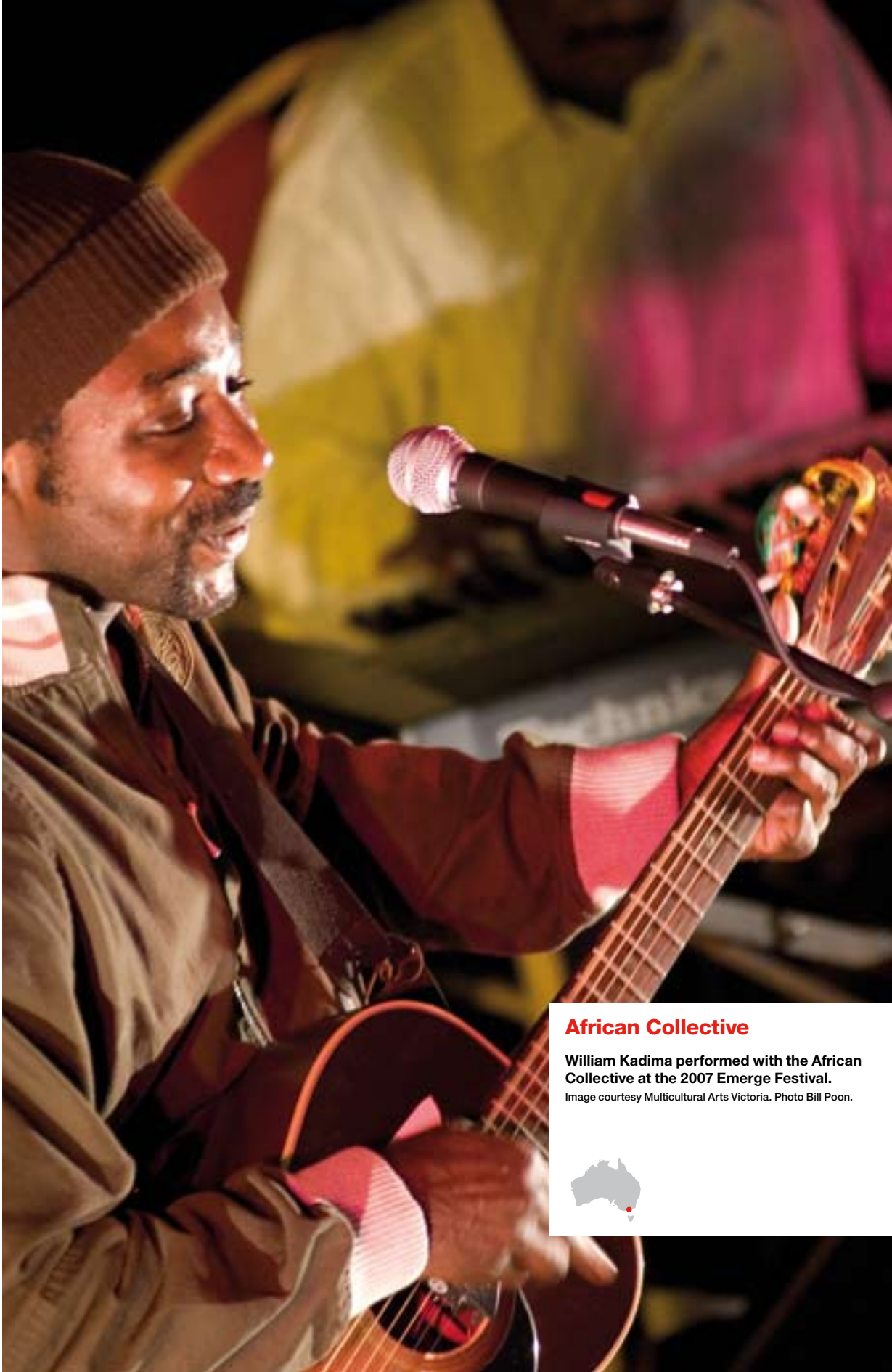
During 2005-06, the Australian Government assessed the Australia Council’s corporate governance in accordance with its response to the Review of the Corporate Governance of Statutory Authorities and Office Holders conducted by John Uhrig AC (‘the Uhrig Review’). The assessment concluded that the Australia Council’s corporate structure governance arrangements remain as a board structure with a number of changes to its reporting and communication.

Insurance

The Australia Council’s insurance policies for 2006-07 included cover for directors’ and officers’ liability. The premium paid for this insurance cover was approximately \$8000.

Fraud control

The Australia Council has a comprehensive fraud control plan, which it reviews every two years in accordance with the Commonwealth Fraud Control Guidelines 2002. The fraud control plan and associated fraud risk assessments were reviewed in June 2007. Fraud prevention, detection, investigation and reporting procedures are in place. The Australia Council has collected and reported annual fraud data. In 2006-07 there were no instances of fraud detected. The Australia Council remains committed to minimising the impact of fraud on its operations.



African Collective

William Kadima performed with the African Collective at the 2007 Emerge Festival.

Image courtesy Multicultural Arts Victoria. Photo Bill Poon.



Workplace

The Australia Council maximises its capability to manage its people and resources.

CERTIFIED AGREEMENT

The Australia Council introduced a performance management framework, which links pay to performance, in line with its Certified Agreement 2006-2009.

The key features of the performance management framework are:

- performance management framework guidelines
- definition of assessment standards
- definition of organisational behaviours that contribute to work performance
- establishment of performance coaching as a way of managing and enhancing performance.

All employees received specific training and regular information updates on how they could make the framework work for them and the organisation.

Following staff consultation, a policy for managing performance and conduct challenges is in place.

RECRUITMENT

There were 61 employee commencements and 56 exits during the year. Recruitment activity focused on hiring fixed-term project management expertise, and filling divisional administration roles, and some senior management and executive vacancies.

PROFESSIONAL DEVELOPMENT

The Australia Council conducted several in-house learning and development programs, including a series of performance management and performance coaching workshops.

An online compliance program for workplace policies complemented these workshops. It covered such topics as ethics and conduct, occupational health and safety, privacy, equal employment opportunity, sexual harassment prevention and bullying prevention.

HEALTH, SAFETY AND WELLBEING

This information is provided in accordance with section 74 of the *Occupational Health and Safety (Commonwealth Employment) Act 1991*.

The Australia Council acknowledges that the workplace environment can affect employee performance and satisfaction. It takes seriously the requirements for a safe and hazard-free workplace and for all employees to be informed and trained in their responsibilities and obligations under the relevant legislation.

The Australia Council paid a lower premium rate to Comcare in 2006-07 because the number and average cost of its claims decreased during the year.

This is, in large part, due to a focus on encouraging individual safety through initiatives designed to proactively manage health and safety awareness.

First, all new employees attend health and safety awareness training. This includes a compulsory 'Fit for Work' session, which is about preventing injuries or incidents associated with PC use. Staff members complete self-auditing checklists to ensure the ergonomic compliance of their own workstations.

Second, a team of trained first aid officers assists with the proactive management of incidents or injuries and timely and efficient reporting.

Third, the Australia Council has rigorous emergency evacuation procedures and regularly conducts fire drills and fire warden training. Fire wardens are replaced promptly when vacancies occur in their ranks.

PRO BONO LEGAL SERVICES

The Australia Council is pleased to have pro bono legal services partnerships with Baker & McKenzie and Clayton Utz.

Baker & McKenzie provides advice on commercial agreements and contracts, information technology, intellectual property and Aboriginal and Torres Strait Islander arts. Baker & McKenzie assisted the Australia Council in developing its contracts for the 2007 Venice Biennale.

Clayton Utz provides advice on administrative law, employment law and industrial relations, dispute resolution, privacy, freedom of information and testamentary matters. In 2007, Clayton Utz delivered a seminar on administrative law matters relevant to the Australia Council's functions.

The Australia Council benefits significantly from the committed work of both these providers and acknowledges their important contribution.

BAKER & MCKENZIE

CLAYTON UTZ

ADVERTISING

The Australia Council uses print advertising for a range of purposes: to recruit staff; to publicise initiatives and grant program closing dates; to invite clients to public information sessions; and to call for tenders.

The total cost of staff recruitment advertising for 2006-07 was \$70,458, compared to \$51,253 in 2005-06. This increase reflects the costs of executive recruitment over the period. The cost of advertising for all other purposes was \$109,305 in 2006-07, a small increase from \$103,425 in 2005-06.

ECOLOGICALLY SUSTAINABLE DEVELOPMENT

This information is provided in accordance with section 516A of the *Environment Protection and Biodiversity Conservation Act 1999*.

The Australia Council's Ecologically Sustainable Development Policy includes strategies for energy, paper and waste reduction. The policy affirms the Australia Council's commitment to minimising its environmental impact.

The Australia Council commenced secure destruction and recycling of support materials (CDs, DVDs, audio tapes, video tapes) in May 2007.

Figure 17
Energy consumption
kWh



Figure 18
Paper consumption
Reams (A4 80gsm copy paper)



Figure 19
Recycled paper
Weight (kg)



Figure 20
Recycled glass, plastic, and aluminium
Weight (kg)

