



Ainslie  
Arts Centre

## Minutes Ainslie Arts Centre Resident Advisory Group

### Meeting #G-24-001-A

**Date:** Friday 22 March 2024

**Start time:** 10:04 am

**Meeting Chair:** Lachlan Johnson

**Venue:** Function Room

**End time:** 10:39 am

### Residents attending:

Charlotte Strong, Music For Canberra

Leah Blankendaal, Musica Viva

Michael Favreau, Music For Canberra

Olivia Hobbs, Musica Viva

### Arts Capital Board/Staff attending:

Andreo Esguerra, Marketing and Partnerships Manager

Carly Davenport Acker, A+G Director, Arts Capital CEO

Isabelle Sheppard, Business Administration Assistant

Lachlan Johnson, Business Manager

Lauren Honcope, Arts Capital Board Chair

Pedro Ribas, Chief Financial Officer

Sia Ahmed, Creative Development Manager

### # **Agenda Item**

#### **Item 1 Welcomes, apologies, introductions, and Acknowledgement of Country**

Lachlan Johnson (LJ) began the meeting with an Acknowledgement of Country and welcoming all attendees before passing to the group for introductions. The group welcomed Michael Favreau (MF) as the recently appointed CEO of Music For Canberra.

#### **Item 2 Previous Meeting Minutes & Action Items**

Moving on to the second agenda item, LJ provided a summary on the action items of the previous meeting. Mauro Aviles (MA) thanked all who attended the recent evacuation and emergency training, informing the group that the Ainslie evacuation and emergency manual has been finalised. The manual and a subsequent summary of key information will be added to the resident portal.



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Isabelle Sheppard (IS) shared that the car park safety signage is in progress and will be shared for feedback as soon as it is ready. MA noted the duty of care training that is being held in the coming week at Gorman and encouraged all residents to attend. This training will go over the levels of responsibility all staff and residents have within the Centre, MA clarified that all residents have a basic duty of care to those within the Centre, emphasising that any unsafe activities or behaviours are to be reported to himself or A+G staff.

Relating to duty of care and work health and safety, MA shared that a new work health and safety system will be implemented in the future. This system will be available to residents so they have the autonomy to efficiently report work health and safety issues as they arise. Further clarifying that Mybos, the current system for maintenance management is planned for upgrading and will be available for residents to efficiently log cases in the future.

IS and LJ informed the group that improving the distribution of resident storage at Ainslie is ongoing, acknowledging it is a frustrating ongoing issue for residents. Additionally, MA noted that artsACT's annual inspection of the Centre will be on April 4<sup>th</sup>, of which appropriate notice will be sent out to all residents.

**ACTION:** Add Ainslie emergency and evacuation manual summary to resident portal

### Item 3 Arts Capital Operational Updates

Andreo Esguerra (AE) reflected on the positive outcome of the recent ACT Heritage Festival launch held at Gorman. Noting the positive audience engagement and welcoming speeches by Lauren Honcope (LH) and Minister for Heritage, Rebecca Vassarotti.

IS shared with the group, the successful finalisation of A+G's Disability Inclusion Action Plan. The plan has been in progress since 2019, IS took upon the completion of it in 2022. Working with former Board member Morwenna Collet, current Board member Eric Martin and A+G Residents, Liz Lea, Ben Drysdale and Daniel Savage, IS noted thanks and gratitude to all who helped finalise the document. In line with the publishing, a presentation of the plan will be held by Liz Lea on April 10<sup>th</sup> to be held in the Gorman Main Hall.

Moving onto scheduled renovations at Gorman, LJ informed the group that although works do not impact Ainslie residents there may be some Gorman residents relocated to Ainslie for the duration of works. all information about potential relocations will be communicated once confirmed with artsACT, LJ emphasised that Ainslie residents will not be required to move spaces.



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Passing over to AE, changes to the Resident Portal were discussed. Positive feedback was noted, with increased viewership on the resident portal since December-January. AE showcased changes to the portal, including views from both computers and phones, emphasising the importance of the portal to evolve with the needs of residents and to reach out for any and all feedback.

Carly Davenport Acker (CDA) entered meeting.

### **Item 4 Resident Operational Updates**

The group welcomed CDA to the meeting and the discussion was passed to residents for any updates they would like to share. MF shared his excitement to be joining as a resident at Ainslie, thanking all for welcoming him as the new CEO of Music For Canberra. Leah Blankendaal (LB) reflected on positive outcomes at Musica Viva, noting the uptake with their school tours, resulting in a sold-out program. Circling back to the topic of Disability Inclusion Action Plans, LB relayed compliments to IS for the completion of the plan, informing the group that Musica Viva is beginning the process of writing theirs and sharing the successful finalisation of their Reconciliation Action Plan.

Moving onto final agenda items, LJ asked the group for their feedback on the structure and processes of the Resident Advisory Group meetings. Clarifying further that the formality of the meeting process is dictated by the Terms of Reference that can be found on the Resident Portal and emphasising that any and all feedback is welcomed. It was noted that any proposed changes to the terms of reference require discussion and approval by residents within the meetings and urged the group to think about any beneficial changes that could be made to ensure the meetings align with the wants and needs of Ainslie residents.

**ACTION:** Discuss any received proposed changes to Ainslie Resident Advisory Group Terms of References

Without any further items raised, LJ and CDA thanked all attendees for their time and contributions, concluding the meeting at 10:39 am



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### **Summary of Action Items**

<b>#</b>	<b>Meeting</b>	<b>Action Item</b>	<b>Owner</b>	<b>Status</b>
1	#G-23-003-A	Create hand holding signage for the exit and entry of the Centre	Arts Capital	In Progress
2	#G-23-003-A	Contact FERST regarding the process of the AAC evac and emergency manual	Arts Capital	Complete
3	#G-23-003-A	Investigate and action Resident storage in Co-Working spaces	Arts Capital	In Progress
4	#G-24-001-A	Discuss any received proposed changes to Ainslie Resident Advisory Group Terms of References	Arts Capital / Residents	New