



ARTS AND CULTURAL DEVELOPMENT ADVISORY COMMITTEE

TERMS OF REFERENCE

1. Background

Queanbeyan-Palerang Regional Council has a strong commitment to support and promote the development of arts, culture and heritage in its local government area.

An arts-focused Council advisory group has been established in the region since before amalgamation, with its most recent form being the Cultural Development and Public Art Advisory Committee.

2. Role

- To advise and support Council's development and implementation of current or future cultural policies or plans.
- To advise and provide recommendations to Council on proposed public art initiatives in the Queanbeyan-Palerang Region
- To advise and provide recommendations to Council on proposed art and cultural heritage donations and gifts to council.
- To act as a conduit to Council from the arts and cultural organisations and individuals within our LGA
- To promote art and culture across our local government area as an essential component for a healthy vibrant community;
- To support community engagement strategies with a focus on community participation and capacity building in cultural and art initiatives sponsored or managed by Council;
- To advise Council in relation to art and cultural initiatives provided by Council for the local Queanbeyan-Palerang community across a variety of art genres.

3. Membership

The Advisory Committee will consist of:

A: Council Representatives

- One elected member as Chair of the Arts and Cultural Development Advisory Committee; and
- One elected member as alternate Chair.

B: Community Representatives

The Advisory Committee will consist of a minimum of six and a maximum of ten community members, including at least two practicing artists who live or work within the community.

Community members from the Queanbeyan-Palerang area with significant expertise in one or more of the following areas are invited to nominate for membership on the Advisory Committee:

- Public art;

Endorsed by Council 18 December 2024 – Resolution No 565/24
and 14 May 2025 – Resolution 814/25

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- Community or professional arts involvement in any art genre, with national or international experience;
- Have roles within agencies or organisations that deliver arts and cultural outcomes in the local community
- Management of local community or business initiatives associated with the arts; and/or
- Be a practicing artist in any genre.

C: Council Staff

The following staff members will attend meetings as observers without voting rights. They will serve as conveners, provide secretariat support, and/or offer informational assistance.

- Director – Community, Arts and Recreation
- Manager – Economy, Place and Arts
- Team Leader – Arts and Heritage
- Artistic Director - Performing Arts

Other staff may be invited as required.

The Community Representatives will be appointed for the term of the elected council. Membership of the Committee is voluntary, and members do not receive any remuneration or benefit from Council.

5. Meetings

The Advisory Committee will convene at least four times per year, with meeting times and locations determined by majority agreement of the Committee once established. Additional meetings may be scheduled as needed at the discretion of the Chair in consultation with the Manager Economy, Place and Arts and/or Director Community, Arts and Recreation.

Quorum will be half plus one of full voting membership.

Minutes of the meetings will be presented to the next ordinary Council meeting (agenda permitting) for endorsement. Any matters that require a Council decision will initiate a Council meeting report being prepared for Council consideration.

6. Delegations

This Committee does not have any decision-making, financial or delegated powers. No member has the authority to represent Council without the approval of Council.

The Committee does not have the power to sub-delegate or form sub-committees without the approval of Council by way of Resolution.

The Committee is bound all Council Policies as members of the Committee are considered volunteers of Council.