

CULTURAL ADVISORY GROUP

TERMS OF REFERENCE

1. NAME

The name of the group is the Shire of Mundaring Cultural Advisory Group.

2. DEFINITIONS

“Group” means the Shire of Mundaring Cultural Advisory Group

“Council” means the Council of the Shire of Mundaring.

“Shire” means the Shire of Mundaring.

3. HEAD OF POWER

The Group is a volunteer group. The members of the Group are engaged by the Shire in the capacity of volunteers.

4. PURPOSE

4.1 Through Shire employees, provide advice to Council on activities and projects which build on the Shire’s arts, cultural and heritage strengths.

4.2 Through Shire employees, provide advice to Council on

- Strategies, initiatives and projects to achieve Objectives specified in Priority 2. Community of the Strategic Community Plan Mundaring 2026;
- Evaluation of Objectives specified in Priority 2. Community of the Strategic Community Plan Mundaring 2026.

4.3 Create an environment which supports and promotes excellence by all cultural organisations.

4.4 Foster the awareness of and involvement by residents in community cultural projects.

4.5 Through various cultural mediums highlight what is unique about the Shire of Mundaring as a place to live, work and visit.

4.6 Promote, inform and celebrate the achievement of local organisations, artists and cultural providers to build on the rich natural heritage and artistic traditions of the region thus attracting cultural tourism and building community

- 4.7 Identify potential funding partnerships and opportunities and attract funding to support cultural initiatives.

5. MEMBERSHIP

The membership shall consist of up to 12 persons where backgrounds may generally reflect the following –

- 1 Elected Member
- 1 person representing a professional art organisation;
- 1 person representing professional visual artists;
- 1 person representing community artists;
- 1 person representing local history;
- 1 person with a strong literary background;
- 1 person with a strong performing arts background;
- 1 person representing the business community;
- 1 person representing people with disabilities;
- 1 person representing young people under the age of 25;
- 1 person representing the Indigenous community.

6. MANAGEMENT OF BUSINESS

- The Group shall elect its own Chair and determine its own procedures.
- The Group shall meet six monthly, or more frequently as required, with working groups established to work on projects of interest.
- The Group may invite other persons to attend any meeting but such persons shall not be entitled to vote on any decision arising out of that meeting.
- The Shire will provide administrative and executive support to facilitate the effective functioning of the Group.
- A record of proceedings shall be prepared for each meeting and distributed to all group members within 5 working days after each meeting. The document shall be filed in the Shire's record management system.

7. AMENDMENTS

The Group may amend these Terms of Reference from time to time.