



# Tablelands Regional Gallery Advisory Committee Terms of Reference

## 1. Intent

- 1.1 To advise Council on the Tableland Regional Gallery operations.

## 2. Scope

- 2.1 The terms of reference apply to Councillors, committee members and staff of Tablelands Regional Council (TRC).

## 3. Powers of the committee

- 3.1 This committee is an advisory committee to Council under Section 264(b) of the *Local Government Regulation 2012*.
- 3.2 The [Advisory Committees Policy](#) applies to this advisory committee.

## 4. Purpose

- 4.1 Advise Council on the development and implementation of the Tablelands Regional Gallery Strategy.
- 4.2 Oversee the annual Exhibition Program of the Gallery.
- 4.3 As requested, provide advice to Council on policies relating to the arts and galleries.
- 4.4 Oversee the acquisition of art in accordance with the Tableland Regional Gallery Collection Policy.
- 4.5 Encourage sponsorship and support for the Gallery.
- 4.6 Provide advice to the Gallery Gift Fund Advisory Committee on the allocation of donations.
- 4.7 Work with Friends of the Tableland Regional Gallery Inc. to attract and encourage donations and gifts for the benefit of the Tableland Regional Gallery.

## 5. Membership

- 5.1 Members must have a demonstrated commitment, interest, experience or expertise in the arts and community and be committed to the promotion of arts and culture across the Tablelands region.
- 5.2 Members:

- 5.2.1 Secretary (TRC Officer)
  - 5.2.2 TRC Councillor or their delegate (Chair)
  - 5.2.3 TRC Galleries Officer (non-voting)
  - 5.2.4 Gallery patron (community member)
  - 5.2.5 Up to eight community skills-based positions
- 5.3 The committee may seek the advice of persons with a specialist knowledge and invite them to attend a meeting.

## 6. Committee term

- 6.1 The term of the committee is two years.
- 6.2 By Council resolution, the committee may be renewed with the same membership or expressions of interest called for positions.

## 7. Meetings

- 7.1 Meetings will be held every two months at the Tableland Regional Gallery.

## 8. Reporting

- 8.1 The committee, through the Council Officer, will provide a report to Council at the end of each financial year including actions and outcomes, and when recommendations require Council endorsement.

## 9. Evaluation of performance

- 9.1 The committee will undertake an annual assessment of performance against the Terms of Reference.

## 10. Responsibility

Council is responsible for the adoption, amendment and repeal of the Terms of Reference and the Chief Executive Officer is responsible for the development and amendment of any associated procedures and guidelines.

## 11. Review

It is the responsibility of the Chief Executive Officer to monitor the adequacy of the Terms of Reference and recommend appropriate changes. This Terms of Reference will be formally reviewed every three years or as required by Council.

**This Terms of Reference is to remain in force until otherwise amended/repealed by resolution of Council.**