

**Waverley Council
Waverley Public Art Committee
Terms of Reference
Updated version: November 2017**

The Waverley Public Art Committee has been established under

1 AIM OF THE WAVERLEY PUBLIC ART COMMITTEE

The Waverley Public Art Committee aims to:

- Foster the ongoing development of quality, diverse and creative public art and visual art so as to enhance public access and experience of the arts and;
- Select and develop public art works that serve as important markers reflective of our heritage and cultural identity.
- Involve the community through informing and promoting public art and visual arts programs

2 OBJECTIVES OF THE WAVERLEY PUBLIC ART COMMITTEE

- To encourage community participation and consultation in the public art and visual art works.
- To develop public art and visual art that will reflect the local identity, diversity, values of Waverley and that will promote and preserve sites of significant cultural and natural heritage.
- To support public art and visual art in Waverley and encourage creative and innovative design in the built environment that enhances and contributes to the provision of quality facilities and amenities.
- To strengthen and enhance the environment for arts and creative enterprises in Waverley.
- To develop and review relevant policies and strategies, and integrate art policy content into relevant Council processes, policies and documents
- To ensure that public art and visual art processes and works are managed and maintained in a planned and professional manner
- To assess applications or proposals related to public art and visual art program and make recommendations to Council.
- To source funding for public art works including sponsorships and philanthropic opportunities for Council consideration.
- To develop a framework that enables and encourages the private and commercial sector to contribute to development and investment in public art and visual art in Waverley.

- To provide assessment and advice for possible inclusions of public art to the Public Works program
- Explore possibilities and advocate for the inclusion of public art and visual art a
- Promote and facilitate Public Art and Visual Art programs to the community and provide interpretation information in public projects and in future Council budgets
- To provide advice for public art or visual art elements to be incorporated into private sector development projects.
- Provide expert advices making recommendations in terms of gifting and acquisitions, as well as deaccessioning works held within the Waverley Council Public Art Collection, in reference to the due diligence processes of Waverley Council's Acquisition and Deaccessioning Guidelines
- Raise the profile of Hunter Park with consideration to growing the profile of the park as a dedicated sculpture garden for the Waverley Community

3 WAVERLEY PUBLIC ART COMMITTEE STRUCTURE

Chairperson:	The Mayor or the Mayor's delegate
Committee Members:	Up to three (3) Waverley Councillors, Up to eight (8) Waverley residents Up to four (4) reserves with relevant expertise and interest in public art or visual arts
Administrative support:	Waverley staff member

Relevant staff will attend meetings to provide advice, including staff from Cultural Programs, Outdoor Events, Landscape Architecture, Development and Strategic Planning, Community Safety, and Civic Pride.*
Any Councillor or Director is welcome to attend meetings.

4 MEMBERSHIP OF WAVERLEY PUBLIC ART COMMITTEE

Council will appoint community and expert members to the Waverley Public Art Committee so that the Committee includes a range of people with a mix of age groups, ethnicities, expertise and skills:

- Background, experience or expertise in the visual arts, public art and/or curatorial, architecture, design, landscaping or other arts related discipline.
- Interest in and passion for the arts, public art and visual art in Waverley
- Being a local resident of Waverley Council or with close connections to the Waverley area
- Experience in sourcing sponsorship, philanthropy, or other partnership opportunities
- Experience in working with community groups

- Commitment to EEO, OH&S, risk management, environmental protection and ethical principles.

The term for community and expert members will be a two year, non-renewable term.

5 PRINCIPAL RESPONSIBILITIES OF WAVERLEY PUBLIC ART COMMITTEE MEMBERS

- To attend Committee meetings as required.
- To contribute to achieving the objectives of the Waverley Public Art Committee.
- To undertake agreed tasks as determined at Waverley Public Art Committee meetings.
- To assist the Committee to identify suitable sources of funding and investment strategies for public art development
- Any other duties that may reasonably be determined and agreed by Committee members.

6 MEETINGS OF THE COMMITTEE

- Meetings of the Waverley Public Art Committee will be held at least once every three months or more frequently as required, outside working hours.
- A quorum for a meeting of the Committee will be a majority of Committee members of whom one must be a Councillor.
- Decisions will be made by majority vote.
- Notice of Committee meetings will be provided by email by the Council convenor at least two weeks before the Committee meeting specifying the time and place.
- At the discretion of the Chair, members of the public or subject experts may be invited to speak to or advise the WPAC on issues being considered by the Committee.

7 COMMITTEE AGENDA AND MINUTES

- Minutes and agenda of all Committee meetings are public documents.
- Copies of agenda and associated papers (such as correspondence and reports) will be available for the public at each meeting and upon request.
- Minutes will be made available to the appropriate Council Committee for their information.

8 COUNCIL SUPPORT FOR THE COMMITTEE

- Council is responsible for providing administrative support for the meetings.
- Council's main contact for the Waverley Public Art Committee will be the Executive Manager, Enriching Waverley. The Executive Manager will initiate communication on behalf of Council in terms of potential projects, maintain a record of advice, and prepare

an update for each meeting.*

9 DECLARATIONS OF PECUNIARY INTERESTS AND PARTICIPATION IN MEETINGS

- A Committee member who has a pecuniary interest in any matter with which the Committee is concerned and who is present at a meeting of the Committee at which the matter is being considered must disclose the interest to the meeting as soon as practicable.
- The member must not be present at, or in sight of, the meeting:
 - at any time during which a matter in which the member has a pecuniary interest is being considered or discussed by the Committee, or
 - at any time during which the Committee is voting on any question in relation to the matter.
- A person does not breach the above clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.
- For the duration of their terms members of the Waverley Council Public Art Committee and their immediate families are ineligible from applying for programs run by Waverley Council including but not limited to, Waverley Artist Studios, Bondi Pavilion Gallery program, Waverley Library gallery program, Waverley Art Prize, Waverley Youth Art Prize, Bondi Pavilion Theatre Program, Bondi Feast, Bondi Wave, Public Art Tenders (permanent or temporary), The Bondi Beach Sea Wall, and community Small Grants program or any other program produced by Waverley Council which would benefit the member either directly financially or through critical recognition.

10 DECLARATIONS OF NON-PECUNIARY CONFLICTS OF INTERESTS AND PARTICIPATION IN MEETINGS

- A member of the Committee who has a non-pecuniary conflict of interest in any matter with which the Committee is concerned and who is present at a meeting of the Committee at which the matter is being considered will disclose the interest to the meeting as soon as practicable.
- If a member of the Committee has declared a non-pecuniary conflict of interest there is a range of options for managing the conflict. The option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with.
- A Councillor or a member of a Council Committee will deal with a non-pecuniary conflict of interest in at least one of these ways:
 - It may be appropriate that no action is taken where the potential for conflict is minimal. However, the Councillor or Committee member should consider providing an explanation of why it is considered that a conflict does not exist.
 - Have no involvement by leaving the room in which the meeting is taking place and not taking part in any debate or vote on the issue.

11 MEDIA PROTOCOL

- Members of the Committee are not to speak to the media in their capacity as Committee members.
- The Mayor, the Chairperson of the Committee and Council's Media Officer are the only people permitted to speak to the media on behalf of the Committee.

SIGNED: _____

DATED: _____

WITNESS SIGNATURE: _____

WITNESS NAME _____

DATED: _____

Glossary of terms:

Public Art - Unique, crafted or sculptural works such as sculpture, mosaics, murals etc, that are commissioned, invited and selected from professional artists for sites in the public domain. Artwork(s) may be the creative product of one artist or the result of collaboration between artists and /or other design professionals such as architects, industrial and graphic designers and craftspeople.

Visual Art – Art forms that are primarily visual in nature, such as ceramics, drawing, painting, sculpture, printmaking, design, crafts, photography and video art. Visual art can include permanent or temporary works.

* Updated to reflect changes to the Waverley Council structure in 2014