



District of West Vancouver

Public Art Advisory Committee Terms of Reference

Effective Date: July 7, 2014

Consolidated for Convenience Only

For convenience, the original policy (or “parent policy”) has been updated to include the amendments. This consolidation is for convenience only; the original policy and amendments should be consulted for all interpretations and applications of the policy.

Original Policy
02-70-368

Effective Date
July 7, 2014

Amendment Policy
02-70-368

Effective Date
January 9, 2017

Dates of amendments to the original policy are shown in the margin of this consolidation.

CONSOLIDATED TERMS OF REFERENCE**District of West Vancouver
CORPORATE POLICY**

Culture, Environment & Partnerships	Council Committee Terms of Reference Public Art Advisory Committee
Policy: 02-70-368	
File: 3006-07	

1.0 Purpose

- 1.1 The Public Art Advisory Committee is an advisory committee of Council. The primary functions of the Committee are:
- (a) Make recommendations regarding Public Art Policy and Procedures, and on any matters referred to it by Council.
 - (b) Advice on all issues pertaining to the Public Art Inventory Collection according to Council's established policy and procedures.
 - (c) To assist with the implementation and enhancement of the Public Art Program.
 - (d) Provide advice regarding best practices for public art funding and opportunities to advance community visual art.

2.0 Duties and Responsibilities

- 2.1 The Committee will review the Public Art and Municipal Art Collection Policy 02-70-213 and the Public Art and Municipal Art Collection Procedure 04-70-214 and make recommendations to Council on proposed amendments to ensure currency and inclusion of best practices in accordance with contemporary theory and implementation.
- 2.2 The Committee will provide oversight of the Public Art Inventory; enrolment criteria, site and display, maintenance and safety, de-accessioning, donations of art and commissioning of new works.
- 2.3 The Committee will annually:
- (a) provide an annual report and work plan to Council;
 - (b) review the terms of reference.

3.0 Origin of Work

3.1 Council may refer matters to the Committee in accordance with its purpose.

4.0 Membership

4.1 The Committee will be comprised of:

(a) Voting members

- Seven volunteers with specific skills and/or experience in fine arts, architecture, design, urban planning and/or general interest in community based art programming;
- one volunteer member representing the West Vancouver Community Arts Council; and

(b) Non-Voting Members

- one Council member, as appointed by Council;
- one staff liaison, as determined by the Chief Administrative Officer

4.2 Annually, the Committee will elect one volunteer member as Chair.

5.0 Term

5.1 An appointment or reappointment of a volunteer member is for a two-year term. A volunteer member may serve for up to six consecutive years on the Committee.

6.0 Quorum

6.1 A quorum is four volunteer members.

7.0 Meeting Schedule and Meeting Location

7.1 The Committee shall establish their own meeting schedule, but must hold meetings that will respond in a timely way to requests from Council, with a minimum of six meetings per year.

7.2 The Committee and Subcommittee meetings shall be held in a District facility.

8.0 Rules of Procedure

8.1 Meetings shall be conducted in accordance with the General Council Committees Policy, the Council Procedure Bylaw and the *Community Charter*.

Amended
January 9, 2017

9.0 Support Services

9.1 A designated staff person will provide support services in compliance with the General Council Committees Policy. The Chief Administrative Officer will consider the staff facilitation and support resources required to ensure that the Committee is adequately supported.

10.0 Subcommittees

10.1 Subcommittees may be established by the Committee from among its members for specific tasks or projects identified in the annual work plan approved by Council or for a special project approved by Council.

10.2 Subcommittee meetings are subject to the same requirements and rules of procedure as committee meetings.

11.0 Budget

11.1 The budget for the Committee will be determined by the division and approved by Council through the budget process.

Amended
January 9, 2017

11.2 The Committee may make recommendations to Council on the expenditures of the Public Art Reserve Fund (Bylaw No. 4912, 2016).

12.0 Terms of Reference Policy Approvals, Reviews, Amendments

Amendments, reviews, and approvals regarding the Committee terms of reference will be made by Council and reviewed by the Chief Administrative Officer.

<p>Approval Date: July 7, 2014 <i>(original policy approved on July 7, 2014 in #724599)</i></p>	<p>Approved by: Mayor and Council</p>
<p>Amendment Date: January 9, 2017 Amendment to sections: 4.1 Text in sub-section 4.1(a) changed from “five volunteers” to “seven volunteers” 11.2 Section 11.2 added: “The Committee may make recommendations to Council on the expenditures of the Public Art Reserve Fund (Bylaw No. 4912, 2016).”</p>	<p>Approved by: Mayor and Council</p>