COUNCIL REPORT

Date: June 18, 2014

From: Glenn Madsen, Cultural Services Supervisor

Subject: Proposed Public Art Advisory Committee Terms of Reference

RECOMMENDED THAT:

1. The proposed Public Art Advisory Committee Terms of Reference as attached to the Supervisor of Cultural Services' report of June 18, 2014; and
2. Advertising be conducted for community members to serve on the Public Art Advisory Committee.

Purpose

To seek Council's approval of the Terms of Reference for the establishment of a Public Art Advisory Committee.

1.0 Background

1.1 Prior Resolutions

At its April 7, 2014 regular meeting, Council passed the following resolution:

THAT

1. The proposal for a Public Art Advisory Committee, as described in the report dated March 14, 2014 from the Cultural Services Supervisor, be approved; and
2. Information regarding the establishment of the committee, appointments, and terms of reference be presented to Council for consideration in May 2014.

1.2 History

In 2005, Council adopted the Public Art Policy and Procedures as part of the broader Arts & Culture Strategy. The task of preparing a Public Art Program was then referred to the Arts and Culture Strategy Implementation Committee.

The Public Art Advisory has been in existence since September of 2007 when formed by the Cultural Services Manager to support the project management of public art commissions for the new West Vancouver Community Centre.
Since 2009, the Public Art Advisory has met regularly to support the ongoing activity of public art program implementation, maintenance/repair of existing inventory, and review of proposed donations of art to the District under the stewardship of the Cultural Services Supervisor.

In addition to District funded projects, the Public Art Inventory consists of many works which have been donated by the public and commissioned by the District for installation on public lands and in public buildings. Proposed donations are reviewed by the Public Art Advisory under the criteria established in the Public Art Policy and Procedures. New works are commissioned with available resources with the oversight of the Advisory. Between donated and District acquired public art, a relatively modest budget has generated several meaningful public art projects.

The management of the Public Art Inventory is ongoing to ensure that these assets are maintained to retain their value, documented for insurance purposes, installed in suitable locations and handled according to professional collection standards.

It is anticipated that the members of the Public Art Advisory Committee will be able to advance several progressive policy recommendations that will enhance the delivery of a public art program, donations, funding and presence in the community.

2.0 Policy

2.1 Policy

The Public Art and Municipal Collection Policy #02-70-213 provides criteria that assists the Public Art Advisory in evaluating donations and project proposals. The Public Art and Municipal Collection Procedure #04-70-214 provides an outline for donations and acceptance of works, delegated authority and community consultation required for professional assessment and advice.

2.2 Bylaw

N/A

3.0 Analysis

3.1 Discussion

The Public Art Advisory Committee would be comprised of community volunteers with expertise in art, architecture, design and contemporary theory as it relates to public art. A diversity of interests may be invited to participate depending on the specifics of individual projects; community members at large, community groups, resident associations, local businesses and real estate development firms would all be welcome in collaborative initiatives.
The Public Art Advisory Committee would function as a vehicle for communication and community development and to ensure standards of excellence and relevance are met in the delivery of public art projects throughout the District. This would help build civic pride and revitalization of public spaces through community engagement following the theory of place making in urban renewal.

Support for District inter-departmental initiatives that touch on the public art realm would be provided from knowledge based perspectives and community endorsement.

3.2 Sustainability

The benefits of a well managed public art program include increased civic pride in the community, and a sense of place reflected in the creative visual diversity of our built environments.

The enhancement of public spaces, so as to encourage interaction, engagement and activity, are pivotal objectives. The art works are integrated with planning and urban renewal design initiatives in keeping with contemporary social and economic theory regarding place making.

The collection and display of art that is significant in adding value to the experience of living here and for the residents of West Vancouver, provides a cultural legacy to future generations.

3.3 Consultation

The proposed terms of reference were prepared in consultation with the Deputy Chief Administrative Officer.

3.4 Communication Process

The proposal for a Public Art Advisory Committee, as approved by Council on April 7, 2014 was published on the District’s website.
4.0 Options

4.1 The recommended option is to approve the proposed Public Art Advisory Committee Terms of Reference as presented in the report dated June 18, 2014.

4.2 Additional options are:

- Request additional information;

- Not approve the proposed Public Art Advisory Committee Terms of Reference as presented in the report dated June 18, 2014.

Author: [Signature]

Concurrence (optional)  

Appendix: PAAC Draft Terms of Reference
Public Art Advisory Committee Terms of Reference

Effective Date:
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**
- Five 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.

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.

12.0 Terms of Reference Policy Approvals, Reviews, Amendments

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

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