

ARTS AND CULTURE SUB-COMMITTEE CHARTER

MAY 2023

PREPARED BY:
ARTS AND CULTURE UNIT



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SUTHERLAND SHIRE

1. NAME

Arts and Culture Sub-Committee.

2. PURPOSE

The Arts and Culture Sub-Committee aims to support the achievement of a “A creative, caring and healthy community that celebrates culture and diversity” as a key goal in Council’s Community Strategic Plan.

It also recognises the significant investment in The Pavilion Performing Arts Centre, the upgrade of the Sutherland Arts Theatre and the Cultural Strategy 2022-2032 as part of the delivery towards that goal.

3. OBJECTIVES

The objectives of the Arts and Culture Sub-Committee are to:

- Provide advice and assistance to increase participation in and enjoyment of arts and culture in the Sutherland Shire;
- Provide support to the successful delivery of arts and culture in the Sutherland Shire through active engagement with their own organisations and networks;
- Support the implementation the Cultural Strategy;
- Make recommendations to Council on other initiatives or needs identified.

4. MEMBERSHIP

Sub-Committee Membership shall consist of:

4.1. Voting Members

- Three Councillors appointed by Council
- Chairperson or nominee of the Aboriginal and Torres Strait Islander Advisory Sub-Committee
- One representative from each of the following major Sutherland Shire community performing arts groups:
 - Engadine Musical Society
 - Miranda Musical Theatre Company
 - Sutherland Theatre Company
 - Sutherland Music Theatre
 - Sutherland Music Club
 - Cronulla Arts Theatre
 - Sutherland Shire Symphony Orchestra
 - Sutherland Choral Society

4.2. Non-Voting Members

- Director Shire Services
- Manager Arts and Culture
- Manager Library Services
- Manager Business and Community

4.3. Chairperson

A Councillor appointed by Council.

4.4. Deputy Chairperson

A Councillor appointed by Council.

5. MEMBER COMPLIANCE

All Arts and Culture Sub-Committee members shall be bound by the provision of this Charter, the Code of Conduct for Councillors, the Code of Conduct for Council Staff and the Code of Conduct for Council Committee Members, Delegates of Council and Council Advisers.

6. AUTHORITY

The Arts and Culture Sub-Committee was established on the authority of Council at its Meeting held on 21 February 2022 (COR017-22, Minute No.24).

7. MEETINGS

7.1. Agenda and Minutes

The agenda shall be determined by the Chairperson of the Arts & Culture Sub-Committee and circulated to Members at least one week prior to any meeting.

Minutes of all meetings are to be recorded accurately, approved by the Chairperson and circulated to members within three weeks following the meeting.

7.2. Meeting Frequency

Meetings of the Arts and Culture Sub-Committee shall be held as quarterly or at such time as determined by the Chairperson.

7.3. Quorum

The quorum of the Arts & Culture Sub-Committee shall be six Voting Members and is to include at least one Councillor. If a quorum is not achieved, the meeting will stand adjourned until the next meeting date.

7.4. Voting

Each Voting Member shall be entitled to one vote in respect to any matter and the decision of the Arts and Culture Sub-Committee shall be by the majority of votes cast in favour. The Chairperson shall have a casting vote.

Decisions requiring a vote shall not be made at any meeting unless a quorum is present.

7.5. Venue

The venue shall be at Council's Administration Building or at a meeting place determined by the Arts and Culture Sub-Committee.

7.6. Procedural Matters

In relation to any procedural matter, the ruling of the Chairperson shall be final.

8. TERM AND TENURE OF SUB-COMMITTEE

8.1. Term of Sub-Committee

As required until objectives are achieved.

8.2. Tenure of Office

Voting Members shall hold office as determined by Council and, where applicable, in accordance with the provisions of the *Local Government Act*.

Non-Voting Members shall remain while such persons continue to hold the position as stated or as determined by the Chief Executive Officer.

8.3. Vacancies

A vacancy on the Arts and Culture Sub-Committee shall be filled in the same manner as the original appointment was made.

9. VARIATION OF THE CHARTER

This Charter may be added to, repealed, or amended by resolution of the Council in consultation with or upon the recommendation of the Arts and Culture Sub-Committee.

End of Document

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