

PUBLIC ART WORKING GROUP

TERMS OF REFERENCE

KEY FOCUS AREA LIVEABILITY

OBJECTIVES

1. The objective of the Public Art Working Group (**the Group**) is to guide and support the management of the Town of Claremont's public art collection in accordance with Council Policy PE403 Public Art Collection.

MEMBERSHIP

2. The Group shall be comprised of up to three (3) Council Members, the Chief Executive Officer and two Town staff.
3. Council is responsible for appointing Council Members to the Group and the Chief Executive Officer is responsible for appointing Town staff to the Group.
4. All memberships expire in sync with biennial Council Elections.

ROLES AND RESPONSIBILITIES

5. The Group has no delegated powers.
6. The Group has no authority to implement its recommendations without resolution of Council.
7. Each member of the Group is responsible for attending meetings and reviewing relevant material to enable informed discussion.

MEETING PROCEDURES

8. The Group will meet as required.
9. The Group will elect a Chair at its first meeting following each election cycle.
10. Meetings of the Group are generally closed to the public. Attendance is permitted through invitation or prior approval by the Chair.
11. An update on the progress of the Group will be provided through the Quill, Council briefings and Council reports.
12. An informal Agenda and Minutes will be prepared by a Town employee who is part of the Group.

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