



Claremont Museum Working Group Terms of Reference

Key Focus Area

People

Relevant Council Delegation

Nil

Objective

1. The objective of the Claremont Museum Working Group ('the 'Group') is to bring together Council Members, administration and community members to discuss matters relating to the Claremont Museum ('Museum').

Membership

2. The ongoing membership of the Group is comprised of two Council Members and two Town of Claremont officers.
3. Community members with relevant skills and interest in the Museum, will be invited to attend meetings by invitation from the Chief Executive Officer, on an ad hoc basis
4. Membership of the Group will expire as determined by the Chief Executive Officer.

Meetings

5. The Group will appoint a Chair at its first meeting.
6. The Group will meet as required, with meetings to be called by the Chief Executive Officer.
7. Meetings of the Group are generally closed to the public. Attendance is permitted through invitation or prior approval by the Chief Executive Officer.

Reporting

8. An update on the progress of the Group will be provided through the Quill, Council briefings and Council reports.

Delegated Powers

9. The Group has no delegated powers and no authority make recommendations to Council.

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