



Public Art Advisory Group Terms of Reference

1. Establishment

The Public Art Advisory Group (formerly known as a Steering Committee) was established by the City of Karratha in June 2012.

2. Scope

The City of Karratha is committed to the promotion of Public Art by incorporating it as part of Council capital works projects. a Percent for Art scheme which will see up to 2% of the construction cost of each development or re-development capital works project for Council (valued at over \$1 million or more) is to be allocated to public art.

The City of Karratha has identified ~~two~~four Public Art Categories:

- Minor Public Art (Public Art project budget of up to \$1050,000)
- Moderate Public Art (Public Art project budget between \$50,000 and \$150,000)
- Major Public Art (Public Art project budget of \$100,000 and over \$150,000)
- Other Public Art (Donated and Private Development)

The responsibilities of the Public Art Advisory group as it pertains to each of these categories is detailed below. The Public Art Advisory Group is required to carry out the provisions in Policy CS12 through the consideration of proposals for community initiated artworks, acquisitions, donations of Public Art in the City of Karratha.

3. Objectives

The Public Art Advisory Group is required to carry out the provisions in Policy CS12 via consideration of proposals for community initiated artworks, acquisitions, donations or procurement of Public Art in the City of Karratha.

The aim of the Public Art Advisory Group is to advise guide and inform and provide recommendations to Council on the procurement and selection of Major Public Art across the City of Karratha. the Public Art process (as detailed below) subject to the relevant Public Art category:

3.1 Minor Public Art

- Where multifaceted programs of work are scheduled, determine appropriateness of aggregating Public Art budgets.
- Provide guidance on Artwork Themes in accordance with Policy CS12
- Recommend Selection Criteria to be used for commission.
- Provide guidance on preferred locations for proposed Public Art Project.

3.2 Moderate Public Art

- Where multifaceted programs of work are scheduled, provide advice on the appropriateness of aggregating Public Art budgets.
- Provide guidance on Artwork Themes in accordance with Policy CS12
- Recommend Selection Criteria to be used for commission.
- Advise on preferred locations for proposed Public Art Project.
- Review submissions and select art work.

- Minutes presented to Council as an Information Item at the next available OCM, post approval of selected artwork by the Director Community Services

3.3 Major Public Art

- Provide guidance on Artwork Themes in accordance with Policy CS12.
- Advise on preferred locations for proposed Public Art Project.
- Form recommendation to Council on Selection Criteria to be used for commission.
- Review Project EOI and Tender documentation.
- Review and advise on proposed Artist shortlists.
- Provide appointment recommendations to Council.
- Minutes and/or recommendations presented to Council at next available OCM

3.4 Other Public Art

- Consider the relevance and suitability of any proposed Public Art donation to the City of Karratha (including any ongoing financial commitments).
 - Provide a recommendation to Council at next available OCM.
- Provide guidance, advice or suggestions to Private Developers on Public Art if requested.

~~This Advisory Group shall be responsible for all Minor Public Art selections.~~

4. Powers of the Public Art Advisory Group

The Public Art Advisory Group does not have any powers other than the ability to make recommendations to Council in setting and delivering on visions for Public Art projects across the City of Karratha. Resolutions of the Advisory Group will not be binding to Council, unless specific delegation has been extended.

5. Term of Advisory Group

The function and form of the Public Art Advisory Group will be reviewed every 2 years at the time of Local Government Elections or earlier as determined by Council.

6. Membership

Representation to consist of:

- 2 x Councillors
 - ~~(To chair the panel and~~ act as conduit to Council)
- Director Community Services (City of Karratha)
 - (To chair and facilitate Advisory Group meetings)
- Manager ~~Community Partnerships~~ and Engagement (City of Karratha)
- Coordinator Community Engagement (City of Karratha)

Optional:

The Public Art Advisory Group will discuss and select Optional representation at the outset of any new Public Art Project.

- Other City of Karratha representatives (where required)

Input may be required from Infrastructure Services, Planning Services or Building Maintenance in regards to technical advice and/or specialised considerations. The preference will be to have the relevant Project Manager as the representative.

- Community Representative

A community representative will be optional and subject to project specifics. Should the Public Art be linked to a specific community organisation or a specific town within the City, a relevant representative can be invited to sit on the Public Art Advisory Group for that particular commission.

- Public Art Consultant ~~Planning Department representative (City of Karratha)~~

A Public Art Consultant or representative from a local arts organisation may be deemed necessary for larger projects to provide expert advice. The decision to call for nominations to this position will be at the discretion of the Chair.

~~Input will be required from Planning Department in regards to technical advice and considerations. The preference will be to have the relevant Project Manager as the representative~~

~~A Public Art Consultant or representative from a local arts organisation may be deemed necessary for larger projects to provide expert advice. The decision to call for nominations to this position will be at the discretion of the Chair. A community representative will be optional and subject to project specifics. Should the Public Art be linked to a specific community organisation or a specific town within the City, a relevant representative can be invited to sit on the Public Art Advisory Group for that particular commission.~~

7. Meetings

Meetings of the Advisory Group will be 'as required' to facilitate the procurement of Public Art across the City of Karratha.

Resolutions of the Advisory Group will not be binding to Council, unless specific delegation has been extended.

Advisory Group members shall not be entitled to any sitting fees or costs associated with being a representative on the Public Art Advisory Group.

8. Quorum

A quorum represents 50% of members, plus one.

At minimum, one Councillor representative to be present.

9. Place and Duration of Meeting

The meetings will take place at a suitable venue in Karratha. In general, this shall be the City of Karratha offices.

10. Reporting

~~Minutes shall be reported to the City of Karratha at the next Ordinary Council meeting as an Information Item.~~

Reporting shall occur as defined under the specific Public Art categories in Section 3 (Objectives) at a minimum. Other reporting (as deemed appropriate by the Advisory Group) shall be minuted and presented according to the Group's recommendation.

~~Formal~~ Recommendations of the Advisory Group requiring Council decision shall be presented as a Council report for consideration.

11. Delegated Authority

There are no delegations provided to this Advisory Group.

12. Ethical Behaviour

Members of the Advisory Group will at all times in the discharge of their duties and responsibilities exercise honesty, objectivity and probity. Members will refrain from entering into any activity that may prejudice their ability to do so. At all times members must act in a proper and prudent manner in the use of information acquired in the course of their work.

Further, members will not publicly discuss or comment on matters related to the activities of the Advisory Group, other than as authorised by Council.

13. Liabilities of Members

No civil liability attaches to a member of an Advisory Group for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the members' or group's powers, functions or duties. Such a liability attaches instead to the Council.

14. Amendments to Terms of Reference

~~These Terms of Reference can only be amended by resolution of Council on the basis of a report directly to Council.~~

These Terms of Reference can only be amended by the Chief Executive Officer or the Executive Management Team and shall remain valid until it is amended or deleted.

Original Date of Establishment: June 2012 (Resolution: 152092)
Review or Amendment #1:
Review or Amendment #2
Review or Amendment #3
Review or Amendment #4