

5.1 *Heritage Advisory Committee*

This group reports to: Council

Purpose: To advise and make recommendations to Council on the strategic direction for the development and provision of heritage services and facilities in the City of Greater Geraldton. In particular, the Heritage Advisory Committee will

- Provide advice on the prioritisation of actions contained in the Heritage Strategy in accordance with budget adopted by Council;
- ensure the Heritage Strategy is reviewed and updated on a regular basis;
- engage with key stakeholders in heritage matters; and
- provide advice and guidance towards the promotion and planning of the annual City of Greater Geraldton Heritage Awards.

Committee Members:

Three elected members of Council

External Members:

Nominee from;

Two nominees from the general community

One representative from Walkaway Station Museum Inc.

One representative from Community Group of Greenough Inc.

One representative from the Geraldton Historical Society Inc.

City Heritage Advisor (ex-officio)

Representative from the Aboriginal Community (ex-officio)

Manager WA Museum Geraldton (ex-officio)

Representative from the National Trust WA (ex-officio)

City of Greater Geraldton Staff (ex-officio)

City of Greater Geraldton - support staff

Director of Creative Communities

Council Resolution:

Date: DATE

Item Number: No.

Term of Office:

Expires on the 17 October 2015 or as determined by Council

Terms of Reference

SET the Terms of Reference of the Heritage Advisory Committee to be:

- a. A Councillor will be the elected chair;
- b. Community nominees will address specific criteria when nominating for membership of the committee;
- c. Nominations for community membership will be assessed by the HAC, which will make recommendations to Council;
- d. Members will inform either the Chairperson or the Coordinator Heritage Services if they are unable to attend a meeting prior to the scheduled announcement of the meeting. A proxy may be nominated via the Chair;
- e. Where a member is absent without notice and reasonable grounds throughout three consecutive meetings within any 12 month period, the continuance of that membership position shall be automatically terminated in order to ensure the effective operation of the committee;
- f. A minimum quorum of nine attendees is necessary to conduct a meeting;
- g. Minutes of meetings will be circulated within five working days following the meeting;
- h. Provide advice and guidance towards the promotion and planning of the annual City of Greater Geraldton Heritage Awards
- i. With the prior approval of the Chairperson, any persons or organisations may be invited to attend a meeting, where their attendance is directly related to the objectives of the Heritage Advisory Committee;
- j. Members will abide by the City of Greater Geraldton's Code of Conduct.

Delegation:

There is no delegated authority.

Meeting Details

Meetings will be held on a bi-monthly basis with the start time and venue being determined by the Advisory Group. At least one meeting will be held in Mullewa each year.