

**CITY OF VICTORIA  
ART IN PUBLIC PLACES COMMITTEE  
TERMS OF REFERENCE**

**1. INTENT**

These terms of reference apply to the City of Victoria Art in Public Places Committee.

**2. PURPOSE**

The Committee's purposes are to:

- a) Provide advice and act as a resource to City Council and staff on the City's Art in Public Places Policy;
- b) Propose and support activities, initiatives and events that benefit and advance art in the City;
- c) Raise awareness and understanding of the importance of public art in the City;
- d) Advise on strategies, policies and programs to achieve excellence in art in the public realm;

**3. FUNCTIONS**

The Art in Public Places Committee has 4 functions:

- a) To advise the City on public art issues and trends relevant to public art initiatives in the City.
- b) To advise and consult on specific issues, such as donations and commissions of work.
- c) To nominate one of their members and other artists in the community to serve on the selection panel for specific art projects.
- d) To determine the type of competition to be held for a particular art project, review the criteria for selection of the artist and/or artwork, the call to artists and the competition brief.

**4. REPORTING**

The Art in Public Places Committee provides opportunities for community participation in public art. The advice and recommendations given to staff by the members of the Committee is recorded through meeting minutes and at staff discretion may be included as part of staff reports to Council.

**4. COMPOSITION**

Appointments of Members:

- a) The Committee consists of five applicants from the public, appointed by Council who:
  - i. Must have experience and/or be trained in aspects of visual art.
  - ii. Must not be City employees.
- b) A minimum of two committee members must be visual artists. Other members should represent a variety of professions with expertise in public art, including the following:
  - i. Artists
  - ii. Arts Administrators
  - iii. Art Historians
  - iv. Art Conservators and Curators
  - v. Architects
  - vi. Landscape Architects
  - vii. Design Professionals

- c) Indigenous Knowledge Keepers
- d) The Committee will choose from among its members one Chair and one Vice-Chair, on an annual basis. A quorum will be a minimum of three (3) members.
- e) Council may appoint annually one Council liaison to the Committee.
- f) The Arts, Culture and Events Department will appoint a staff liaison to the Committee.

#### **5. TERM**

- a) Membership on the Committee will be limited to two terms of 18 months.
- b) Every member is eligible for re-appointment but in no event will a member serve for more than 2 consecutive terms, except for one committee member that will serve 3 terms. This is in order to have overlap in expertise & processes.
- c) Appointments are served at the pleasure of Council.
- d) The Committee will hold regular meetings (minimum of 3 per year).

#### **6. CODE OF CONDUCT**

- a) The Committee members are expected to be respectful and work cooperatively to achieve the common goals of the APPC.
- b) The Committee is drawn from a spectrum of visual arts interests. The expectation is that each member will conduct himself or herself in the best interest of the community and the APPC.
- c) Conflict of Interest - an APP Committee member who is nominated to sit on a selection panel for specific art projects, must ensure there is no potential conflict of interest; (i.e.: there is no personal gain or personal relationship with artists selected for commissions or shortlisted for artist calls).
- d) Committee members that serve on the APPC committee that are visual artists, are not allowed to enter any City of Victoria public art competitions during their tenure on the committee.