



PENZANCE COUNCIL

PENZANCE COUNCIL – ARTS & CULTURE COMMITTEE TERMS OF REFERENCE

Overview:

- Composition: Five Members plus Mayor and Deputy Mayor ex Officio
Three Co-opted Advisors
- Chairship: The Chair to be appointed at the Annual Council meeting. The Vice-Chair to be elected from the Committee members at the first meeting in each Council year. The serving Mayor will not be eligible for either of these positions.
- Quorum: At least one third of its voting membership
- Meetings: Bi-monthly
- Start Time: 7:00pm

Responsibilities:

- (a) Dealing with all Arts and Culture matters falling within the purview of Penzance Council, and the management and effective control of all budgets, including for:
- (i) Penlee House Gallery and Museum;
 - (ii) The Penlee Open Air Theatre;
 - (iii) Christmas Lights;
 - (iv) Town Banners;
 - (v) Local festivals, including Golowan;
 - (vi) Cultural and General Events
 - (vii) Cultural Strategy
- (b) Undertaking the strategic overview of the arts and cultural offer within Penzance Parish, working in partnership with arts and cultural organisations in the area as necessary to aim to develop and maintain a coherent and complimentary cultural strategy, including for, but not limited to:-
- i) Local Festivals
 - ii) Theatres
 - iii) Museums and Galleries
 - iv) Music Venues

v) Cultural and Art Related Events

(c) To establish service policies, approve programmes of work, monitor performance and take decisions in respect of those matters detailed in the approved budget schedule and to provide reports on the implementation of service policies.

(d) To make recommendations to the Finance and General Purposes Committee regarding staffing requirements which relate to the work of the Committee.

These Terms of Reference form part of the Standing Orders for Penzance Council and can be found in full on our website: www.penzance-tc.gov.uk/standing-orders/