

# Museum of the Riverina Community Advisory Committee

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Terms of Reference

## 1. Name of Committee

The Museum of the Riverina Community Advisory Committee (MCAC).

## 2. Established

The MCAC is a community committee established in 1999. It is required as under part 12 of the lease agreement between the Wagga Wagga & District Historical Society (WWDHS) and Council, which expires 30th June 2024 which states:

The Lessee shall be entitled to conduct the permitted use hereinbefore referred to and manage the activities therein in its unfettered discretion provided that:

- (a) The Lessee shall establish an Advisory Committee;
- (b) The Advisory Committee shall be constituted in the manner prescribed by the Lessee from time to time including a representation of the Lessor of not less than one third of the total membership of the Committee and shall have regular meetings;
- (c) The Advisory Committee shall consider the activities of the Museum of the Riverina, both proposed and actual;
- (d) The Advisory Committee shall make recommendations and provide advice from time to time as may be considered appropriate by such Committee to the Lessee;
- (e) The Lessee shall give consideration, in its unfettered discretion to any such recommendations or advice and, but for the avoidance of doubt, shall not be in any way be bound to adhere to such recommendations or advice;
- (f) Notwithstanding the foregoing, the Lessee agrees to use its best reasonable endeavours to develop the Museum of the Riverina in an appropriate manner;
- (g) The Advisory Committee may be called the "Board of Trustees" or such other name as the Lessee may nominate from time to time.

## 3. Purpose

This purpose is primarily to allow the community and other key stakeholders to participate in the setting of future directions in accordance with the role of the Museum of the Riverina within the strategic goals of the Council.

## 4. Advice to the city

MCAC has no power or authority, whether by delegation, agency or otherwise to exercise any function, right, duty or power of the Council, whether under a statute or other law, as a landowner or in any other capacity.

## 5. Membership

This is a committee of eight (8) representatives, four (4) from the community/industry and four (4) from the WWDHS.

## 6. Meeting practice

The Museum Manager will provide administration services to the meetings providing meeting space, agenda, reports and minutes.

- The Museum Manager will file all minutes from the meetings.
- Meetings will be held every quarter.
- The Museum Manager will provide information to The City of Wagga Wagga on behalf on the committee when requested.