



ACT
Government

Kingston Arts Precinct Arts and Culture Advisory Panel Specifications

**Chief Minister, Treasury and
Economic Development Directorate**

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Background

In 2023, the ACT Government released the [Kingston Arts Precinct Arts, Cultural and Creative Plan](#) (the Plan) which outlined eight strategies for engaging artists in the precinct.

Each strategy includes opportunities that could be implemented throughout the design, construction, or operational stages.

The opportunities identified in the Plan are aspirational and provide a framework for future creative and cultural activity on site.

The Plan recommends the establishment of an Arts and Culture Advisory Panel (the Panel) to provide advice to artsACT on the selection and commissioning of artworks for the Kingston Arts Precinct (KAP).

Purpose

The Panel will provide advice to artsACT, as required, opportunities for artworks for the KAP, as outlined in the Plan, during the design and construction stages.

Specifically, the Panel may:

- > Identify locations and opportunities for public art within the landscape of built form (e.g., hoarding, wayfinding, ground plane, pedestrian paths and bike lanes, playground, garden, glass awning), in consultation with artsACT, the Suburban Land Agency and the Principal Design Consultant.
- > Provide advice on possible future public art commissions.
- > Contribute to the development of artist briefs or Statement of Requirements as required.
- > Provide advice on delivery and installation of commissions.
- > Provide advice and recommendations on the development of KAP's brand and visual identity.
- > Provide advice on opportunities for digital programming through KAP's online platforms.
- > Where appropriate, and in collaboration with artsACT, provide updates to and seek input from community groups on the commissioning and selection of artworks for KAP.

Powers

The Panel is **advisory** without financial or legislated powers.

Membership

The Panel will comprise a minimum of four and a maximum of eight members from the ACT arts, culture, and creative sector.

Eligibility

Members must be individuals who reside in Australia and can demonstrate professional experience in one (or more) of these areas: visual arts and crafts, arts management, including skills such as sector development, producing, curating, commissioning, and artist development.

artsACT will strive to create a Panel membership that achieves gender balance; and includes people with a range of ages; Aboriginal and Torres Strait Islander people; culturally and linguistically diverse people; people with disability; people who identify as lesbian, gay, bisexual, transgender, non-binary, intersex or queer; people from various locations within the ACT; and people in different socio-economic circumstances (or their advocates).

Nomination and Selection

Nominations for membership will be sought via an open Expression of Interest process.

Thereafter, individuals are welcome to register to be on the Panel at any time. To capture a variety of voices and intersections from the ACT arts, culture and creative sector, artsACT may invite individuals to be on the Panel to address any skills gap.

Members will be chosen for their professional experience in visual arts and craft and arts management, including skills such as sector development, producing, curating, commissioning, and artist development.

It is expected that the Panel will cease at the point of the KAP becomes operational, at which point, governance arrangements to inform site operations will be consistent with the [Founding Strategy](#)

Support Persons

Panel members may have a support person attend meetings with them to help participate in the meeting.

Resignation

Members should notify the Secretariat of their wish to discontinue from being on the Panel through email.

Operation

Meetings

Meetings will be held on an as needs basis. Meetings may take place in person or online. Members who cannot attend a meeting must send their apologies to the Secretariat. Whenever possible, advice and recommendations are to be made by consensus. If consensus cannot be reached, advice and recommendations will be made by a majority vote of those members present.

Quorum

A general meeting quorum will be at least half the Panel, plus one.

Out of session matters

The Panel may deal with matters out-of-session, usually where feedback is sought on documents where a meeting is not required.

Sub-committees

Sub-committees of the Panel can be established to specifically work on key Panel matters or projects following agreement of artsACT and under the guidance and approval of the full Panel.

Advisers

In consultation with artsACT, the Panel may consult with individual or bodies to better understand specific issues related to its role e.g., licensing, intellectual property and Indigenous Cultural and Intellectual Property.

It is anticipated that the Panel may be guided by advice from bodies including the Office for Aboriginal and Torres Strait Islander Affairs, Office for Disability, Office for Lesbian, Gay, Bisexual, Transgender, Intersex and Queer Affairs, Office of Multicultural Affairs and Office

for Women as well as the Aboriginal and Torres Strait Islander Arts Network and the Dhawura Ngunnawal Caring for Country Committee.

Secretariat

artsACT will act as Secretariat to the Panel, and will be responsible for supporting the Panel including coordinating meetings and minute taking.

Code of Conduct

ACTPS Values and Signature Behaviours

Panel members are expected to follow Section 9 of the [Public Sector Management Act 1994](#) on public sector conduct.

Confidentiality

Members may, at times, have access to confidential material, which they must not disclose to anyone outside the Panel and treat with the utmost care and discretion. Discussion within Panel meetings must be treated as confidential.

Conflict of interest

Conflict of interest is any instance where a Panel member has a personal, financial, or other interest in matters under consideration, or proposed for consideration, by the Panel. For example, a member might have a financial interest for themselves, family, or friends in recommending an artist for a commission.

A member must disclose to the Secretariat any situation that may give rise to a personal conflict of interest, a potential conflict of interest, or a potential perceived conflict of interest. The Secretariat will make the determination whether there are adequate grounds for excluding a member from any discussion or deliberation regarding a specific issue.

Where the Secretariat has the personal conflict, or the potential or perceived conflict, another Panel member will lead the discussion and make the appropriate determination.

Remuneration

Where the panel is requested to consider a significant amount of work, or provide recommendations, remuneration will be offered at the rate of \$100 per hour, capped at a maximum of \$1,500. This is in line with fees paid to members of peer assessment panels.

The Secretariat and any ACTPS officers who are members of the Panel will not receive additional remuneration.

Review and Cessation

These Specifications will be reviewed every 12 months. artsACT reserves the right to suspend the Panel at any point when its advice is no longer required.



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