

**ANNEX**

# DISTRICT

## Terms of Reference of the Six Committees and the Consultation Panel

### Development Committee

1. To consider and recommend to the Board the overall policies and strategies relating to the project planning and development of the WKCD with reference to the overall objectives of the Authority.
2. To consider and make recommendations to the Board on the viability of the proposed facilities, including proposals for defining project scope, engineering feasibility and cost in order to ensure an optimal utilisation of resources.
3. To consider and recommend to the Board a DP for the WKCD, any subsequent amendments to the DP and a Programme of Implementation of individual building and infrastructure projects contained in the DP.
4. To consider and recommend to the Board policies related to hiring of consultants and contractors, their management, and related contractual matters for the planning, design and construction either of individual projects or of the WKCD as a whole.
5. To consider the construction progress of arts and cultural facilities, and other related or ancillary facilities with reference to the overall objectives of the Authority as monitored by the management of the Authority for submission to the Board.
6. To consider and recommend to the Board any other matters related to project planning and development of the WKCD.
7. To perform any other functions as may be delegated to it by the Authority or assigned to it by the Board in accordance with the WKCD Ordinance.

### Museum Committee

1. To formulate the vision, mission and mode of governance of the museums of the WKCD for approval by the Board.
2. To formulate and recommend to the Board for approval strategies and policies for operating the Authority's museums including collection, conservation, exhibition, loaning and disposal of artworks; and professional standards of museum operation.
3. To consider and recommend to the Board for approval the development strategies and policies for matters relating but not limited to the following :

- (a) partnership with governments, museums, relevant organisations and individual artists within and outside Hong Kong;
  - (b) seeking commercial sponsorship and donation;
  - (c) researches in different areas of visual culture;
  - (d) arts education to promote contemporary art to the local community; and
  - (e) nurturing and training of visual artists and related professionals relevant to the work of the Authority's museums.
4. To oversee and monitor the management and operation of the Authority's museums in accordance with the strategic directions, plans and budget endorsed by the Board.
  5. To consider and recommend to the Board for approval the overall strategy and policies with respect to the planning, development, management, hiring and operations of the EC within WKCD.
  6. To perform any other functions as may be delegated to it by the Authority or assigned to it by the Board in accordance with the WKCD Ordinance.

### Performing Arts Committee

1. To formulate vision, mission and mode of governance of the performing arts venues of the WKCD for approval by the Board.
2. To formulate and recommend to the Board for approval the strategies and policies for operation of the performing arts venues, including but not limited to hiring of venues and performance standards of operation.
3. To consider and recommend to the Board for approval development strategies and policies relating but not limited to the following :
  - (a) partnership with governments, cultural organisations, other performing arts venues as well as performing arts groups and individual artists within and outside Hong Kong;
  - (b) seeking commercial sponsorship and donation;
  - (c) arts education to promote performing arts to the local community; and
  - (d) nurturing and training of performing arts artists and related professionals relevant to performing arts.

4. To oversee and monitor the management and operation of performing arts venues in accordance with the direction, strategic plans and budget endorsed by the Board.

5. To formulate and recommend to the Board for approval strategic directions and policies for management of the piazza areas.

6. To perform any other functions as may be delegated to it by the Authority or assigned to it by the Board in accordance with the WKCDA Ordinance.

#### **Audit Committee**

1. To consider any financial and audit matters of the Authority.

2. To make recommendations to the Board on the appointment, re-appointment and removal of the external auditor, and to approve the remuneration and terms of engagement of the external auditor, and any questions of resignation or dismissal of that auditor.

3. To review and monitor the external auditor's independence and objectivity and the effectiveness of the audit process in accordance with applicable standard, and to discuss with the auditor the nature and scope of the audit and reporting obligations before the audit commences.

4. To review and monitor the effectiveness of the Authority's financial controls, internal controls and risk management systems.

5. To consider any findings of major investigations of internal control matters as delegated by the Board or on its own initiative and management's response.

7. To perform any other functions as may be delegated to it by the Authority or assigned to it by the Board in accordance with the WKCDA Ordinance.

#### **Investment Committee**

1. To advise the Board on the Authority's investment objectives, guidelines and strategies, having regard to such classes or descriptions of investment as the Financial Secretary may specify in writing.

2. To monitor and oversee the investments made by the Authority and advise the Board on the Authority's strategic asset allocations to optimize its risk / return / liquidity objectives.

3. To advise the Board on the selection and appointment of investment consultants, fund managers and custodians and their terms and conditions.

4. To oversee and monitor the performance of investment consultants, fund managers and custodians appointed by the Authority; and to advise the Board on their performance and retention/termination, and the allocation of funds to fund managers.

5. To perform any other functions as may be delegated to it by the Authority or assigned to it by the Board in accordance with the WKCDA Ordinance.

#### **Remuneration Committee**

1. To make recommendations to the Board on organisational structure and policies on staffing, remuneration, employment, disciplinary and dismissal, with reference to the Authority's overall goals and objectives.

2. To make recommendations to the Board on the determination of terms and conditions of employment of employees, including the provision and maintenance of any schemes for the payment of pensions, gratuities and retirement benefits to the employees, former employees or their dependants.

3. To make recommendations to the Board on any other matter relating to the remuneration, allowances or benefits made available to its employees, former employees or their dependants referred or assigned to it by the Board.

4. To review and make recommendations to the Board on changes in salaries and terms and conditions of employment.

5. To perform any other functions as may be delegated to it by the Authority or assigned to it by the Board in accordance with the WKCDA Ordinance.

#### **Consultation Panel**

1. To plan consultation programmes on subjects as assigned by the Board taking into account views of relevant committees of the Authority and submit to the Board for approval.

2. To review and report to the Board the progress of the consultation programmes.

3. To ensure that the consultation is conducted in an open and transparent manner.

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