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| **Policy Name** | **Regional Advisory Panel Policy** |
| **Policy Number** | **15** |
| Version Number | V1 |
| Approved by Board on |  |
| Amendment dates |  |
| Last Review Date |  |
| Review date | Every 36 months  |

**Introduction**

Southern Tablelands Arts is a not-for-profit incorporated association and, as such, its operations are governed by legislation under the Associations Incorporation Act 2009 (NSW). The Board of Management of Southern Tablelands Arts is responsible for good governance according to this legislation and for monitoring the performance of the organisation according to its Constitution, Values and Strategic Plan.

The governance structure is a two-tier model comprising of the STA Board of Management governing the organisation and Advisory Panel of representatives from contributing LGAs who provide a contact point for STA with our LGAs, strategic input and feedback into programming and direction.

**Purpose**

The purpose of the STA Advisory Panel Policy is to set out the roles and responsibilities of the Advisory Panel which will contribute to information exchange, networking, programming, and strategic direction of the organisation.

**Policy**

**The Composition of the Advisory Panel**

* The Advisory Panel comprises a up to two representatives from each contributing LGA in the STA region. Ideally one from the staff and another from within the elected councilors.
* Each contributing LGA will nominate up to two delegates to serve on the Advisory Panel.

**The Role and Responsibilities of the Advisory Panel**

* Advisory Panel delegates will provide input into programming and strategic direction.
* The Advisory Panel will receive regular updates from the Executive Director and may receive requests for feedback or input on policy development and potential projects.
* Advisory Panel delegates will disseminate STA information and opportunities into their region and organisations.
* Advisory Panel delegates will act as champions and advocates for Southern Tablelands Arts in their region.
* Advisory Panel delegates will be advocates for STA within their organisations.
* Advisory Panel delegates will prepare and present a regional round up at each Advisory Panel Meeting, highlighting the arts and cultural ecosystem of their LGA.

**Meetings**

The Advisory Panel members will meet twice a year in Autumn and Spring plus attend the Annual General Meeting.

The locations of the Advisory Panel meetings will rotate to be hosted by each LGA.

STA Board of Management members will also attend the Advisory Committee meetings.

**Term of appointment**

Delegates who are nominated by Council and will stay on the committee until Council choose to replace them.

**Associated Documents:**

**Implementation**

STA staff members are responsible for compliance with this policy and presenting relevant proposals to the STA Board for approval as necessary.

**Review**

This policy will be reviewed every 36 months.