

TERMS OF REFERENCE OF THE SEVEN COMMITTEES AND THE CONSULTATION PANEL

七個委員會及諮詢會職權範圍

Executive Committee

1. To provide a steer to the Management of the WKCD on pertinent issues relating to the WKCD project, including but not limited to the overall development programme, information and communication technologies strategy, public relations and marketing, corporate governance, planning for the operation of facilities and business development, risk management as well as other overall policies and measures.
2. To facilitate coordination of the activities among the various Board committees.
3. To oversee the formulation and implementation of the annual Business Plan and rolling three-year Corporate Plan of the WKCD.
4. To oversee the financial position of the WKCD in connection with the WKCD project and provide guidance to the Management in respect of funding strategy.
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 WKCD Ordinance.

Development Committee

1. To consider and recommend to the Board the overall policies and strategies relating to the project planning and development of 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 Development Plan ("DP") for 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 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 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.

行政委員會

1. 就西九文化區計劃的相關事宜，督導管理局管理層的工作，該等事宜包括但不限於整體發展計劃、資訊及通訊科技策略、公共關係及市場推廣、機構管治、設施營運及業務發展的規劃、風險管理，以及其他整體政策和措施。
2. 協調董事局轄下各委員會的工作。
3. 監察管理局制訂和落實其年度業務計劃及按年更新的三年事務計劃。
4. 監察管理局關於西九文化區計劃的財務狀況，並向管理層就融資策略提供指導。
5. 執行根據《西九文化區管理局條例》由管理局轉授或董事局指派的任何其他職能。

發展委員會

1. 根據管理局的整體目標，審閱與西九的項目規劃及發展有關的整體政策和策略，並向董事局提供建議。
2. 審閱擬建設施(包括界定項目範圍、工程可行性及成本)的可行性，並就此向董事局提供建議，以確保資源獲得最得宜的運用。
3. 審閱和向董事局推薦西九的發展圖則、任何就發展圖則後續的修訂，及發展圖則中個別樓宇及基建設施項目的實施時間表。
4. 就個別項目或西九整體的規劃、設計及建造，審閱與聘請及管理顧問和承建商，以及相關的合約事宜有關的政策，並向董事局提供建議。
5. 根據管理局的整體目標，對由管理局管理層負責監察的文化藝術設施及其他相關或輔助設施的建造進度進行審閱，並向董事局遞交報告。
6. 考慮任何其他與西九的項目規劃及發展有關的事宜，並就此向董事局提供建議。
7. 執行根據《西九文化區管理局條例》由管理局轉授或董事局指派的任何其他職能。

TERMS OF REFERENCE OF THE SEVEN COMMITTEES AND THE CONSULTATION PANEL
七個委員會及諮詢會職權範圍**Performing Arts Committee**

- To formulate vision, mission and mode of governance of the performing arts venues of WKCD for approval by the Board.
- 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.
- To consider and recommend to the Board for approval development strategies and policies relating but not limited to the following:
 - Partnership with governments, cultural organisations, other performing arts venues as well as performing arts groups and individual artists within and outside Hong Kong;
 - Seeking commercial sponsorship and donation;
 - Arts education to promote performing arts to the local community; and
 - Nurturing and training of performing arts artists and related professionals relevant to performing arts.
- 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.
- To formulate and recommend to the Board for approval strategic directions and policies for management of the piazza areas.
- 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.

表演藝術委員會

- 制訂西九表演藝術場地的願景、使命及管治模式，以獲得董事局批准。
- 制訂表演藝術場地的營運策略和政策(包括但不限於場地的租用及營運的表現水平)，並提出建議供董事局批准。
- 審閱包括但不限於與以下事項有關的發展策略及政策，並提出建議供董事局批准：
 - 與香港境內外的政府、文化組織、其他表演藝術場地、表演藝術團體及獨立藝術家的夥伴關係；
 - 尋求商業贊助及捐贈；
 - 向本地社區推廣表演藝術的藝術教育；及
 - 培育及訓練表演藝術家及與表演藝術有關的專才。
- 根據董事局通過的方向、策略性計劃及預算，監督及監察表演藝術場地的管理及營運。
- 制訂管理廣場區域的策略性方向及政策，並提出建議供董事局批准。
- 執行根據《西九文化區管理局條例》由管理局轉授或董事局指派的任何其他職能。

TERMS OF REFERENCE OF THE SEVEN COMMITTEES AND THE CONSULTATION PANEL
七個委員會及諮詢會職權範圍**Museum Committee**

- To formulate the vision, mission and mode of governance of the museums of WKCD for approval by the Board.
- 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.
- To consider and recommend to the Board for approval the development strategies and policies for matters relating but not limited to the following:
 - Partnership with governments, museums, relevant organisations and individual artists within and outside Hong Kong;
 - Seeking commercial sponsorship and donation;
 - Researches in different areas of visual culture;
 - Arts education to promote contemporary art to the local community; and
 - Nurturing and training of visual artists and related professionals relevant to the work of the Authority's museums.
- 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.
- 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 exhibition centre within WKCD.
- 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.

博物館委員會

- 制訂西九博物館的願景、使命及管治模式，供董事局批准。
- 制訂管理局博物館的營運策略和政策(包括館藏、保存、展覽、借出及處置任何藝術品，以及博物館營運的專業標準)，並提出建議供董事局批准。
- 審閱包括但不限於與以下事項有關的發展策略及政策，並提出建議供董事局批准：
 - 與香港境內外的政府、博物館、相關組織及獨立藝術家的夥伴關係；
 - 尋求商業贊助及捐贈；
 - 對視覺文化的不同領域的研究；
 - 向本地社區推廣當代藝術的藝術教育；及
 - 培育及訓練視覺藝術家及與管理局博物館工作相關的專才。
- 根據董事局通過的策略性方向、計劃及預算，監督及監察管理局博物館的管理及營運。
- 審閱與西九展覽中心的規劃、發展、管理、租用及營運有關的整體策略及政策，並提出建議供董事局批准。
- 執行根據《西九文化區管理局條例》由管理局轉授或董事局指派的任何其他職能。

TERMS OF REFERENCE OF THE SEVEN COMMITTEES AND THE CONSULTATION PANEL
七個委員會及諮詢會職權範圍**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 WKCD 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 optimise 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 WKCD Ordinance.

薪酬委員會

1. 根據管理局的整體目標，就組織架構及人手編制、薪酬、聘用、紀律及解僱的政策，向董事局提供建議。
2. 就釐定僱員的僱用條款及條件，包括提供及維持向僱員、前僱員或其家屬支付退休金、酬金及退休福利的任何計劃，向董事局提供建議。
3. 就由董事局轉介或指派予該委員會考慮的任何關於提供予其僱員、前僱員或其家屬的薪酬、津貼或福利的事宜，向董事局提供建議。
4. 審閱薪酬和僱用條款及條件的變更並向董事局提供建議。
5. 執行根據《西九文化區管理局條例》由管理局轉授或董事局指派的任何其他職能。

投資委員會

1. 在顧及財政司司長以書面指明類別或種類的投資項目，就管理局的投資目標、指引及策略，向董事局提供建議。
2. 監督及監察管理局作出的投資，並就管理局的策略性資產分配向董事局提供建議，務求在風險 / 回報 / 流動資金目標各方面達至最佳的平衡。
3. 就投資顧問、基金經理及託管人的篩選及委任以及有關的聘用條款及條件，向董事局提供建議。
4. 監督及監察管理局所委任的投資顧問、基金經理及託管人的表現；並就其表現及續聘與否，以及分配給各基金經理掌管的資金數額，向董事局提供建議。
5. 執行根據《西九文化區管理局條例》由管理局轉授或董事局指派的任何其他職能。

TERMS OF REFERENCE OF THE SEVEN COMMITTEES AND THE CONSULTATION PANEL
七個委員會及諮詢會職權範圍**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 standards, 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.
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.

Consultation Panel

1. To play the role of a bridge between the Authority and the public.
2. To promote WKCD with a view to enhancing public's understanding of the project.
3. To reflect public expectations / views to the Authority.
4. To ensure that consultations are conducted in an open and transparent manner.

審計委員會

1. 審閱管理局的各類財務及審計事宜。
2. 就外聘核數師的委任、重新委任及罷免，向董事局提供建議，並審批外聘核數師的薪酬、聘用條款，及審議該核數師的請辭或解聘事宜。
3. 按照適用的標準，審視及監察外聘核數師是否獨立客觀及核數程序是否有效，並在核數工作開始前，先與核數師討論核數性質、範疇及申報責任。
4. 審視及監察管理局的財務監控、內部監控及風險管理制度是否有效。
5. 審閱由董事局轉授或由審計委員會自發提出，就內部監控事宜進行的主要調查的調查結果及管理層的回應。
6. 執行根據《西九文化區管理局條例》由管理局轉授或董事局指派的任何其他職能。

諮詢會

1. 作為管理局與公眾之間的橋樑。
2. 推廣西九文化區計劃，加深公眾對此計劃的了解。
3. 向管理局反映公眾的期望和意見。
4. 確保諮詢以開放及具透明度的方式進行。