

**REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, JANUARY 06, 2021**

SUBJECT **2021 Royal & McPherson Theatres Services Advisory Committee Terms of Reference**

ISSUE SUMMARY

This report provides the 2021 Terms of Reference for the Finance Committee's review. When initially created this committee was incorrectly named. The revised Terms of Reference renaming the committee provides the appropriate correction.

BACKGROUND

The Royal and McPherson Theatres Society Advisory Committee (RMTSAC) oversees the contribution agreements for the CRD services that provide funding to the Royal Theatre and the McPherson Playhouse. The theatres are managed through a contract with the Royal & McPherson Theatres Society (RMTS).

The use of "Society" in the current name of the committee was a misnomer as the committee does not act in an advisory capacity to the RMTS. Changing the committee name to "Royal and McPherson Theatres Services Advisory Committee" accurately reflects the purpose and function of the committee which is to act in an advisory role relative to the aforementioned CRD services. As well, language in the preamble of the terms of reference from 2018-2020 reflected the misnomer and did not as clearly state the relation of the Advisory Committee to the Finance Committee or the Society.

On December 9, 2020, the Capital Regional District Board updated the name to the Royal & McPherson Theatres *Services* Advisory Committee within the terms of reference of the Finance Committee.

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:
That the 2021 Royal & McPherson Theatres Services Advisory Committee Terms of Reference attached at Appendix A be approved.

Alternative 2

That this report be referred back to staff for further information.

CONCLUSION

Terms of Reference serve to clarify the mandate, responsibilities and procedure of committees and provide a point of reference and guidance for the committees and their members.

The update to the committee name from "Royal and McPherson Theatre *Society* Advisory Committee" to "Royal and McPherson Theatres *Services* Advisory Committee" and revisions to

the preamble will correct a naming error and more properly reflect the purpose and function of this committee.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:
That the 2021 Royal & McPherson Theatres Services Advisory Committee Terms of Reference attached at Appendix A be approved.

Submitted by:	James Lam, Manager, Arts & Culture Support Service
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Larisa Hutcheson, P. Eng., Acting Chief Administrative Officer

ATTACHMENT(S)

Appendix A: 2021 Royal & McPherson Theatres Services Advisory Committee Terms of Reference