

### What is the Making Music Council?

The Making Music Council is set up by the Articles of Association as follows:

*The Association shall establish a UK-wide council which includes delegates from the Representative Members across the UK, and from any special interest group that the Board may from time to time establish. The council will meet with the Board at least annually. The selection, composition, terms of reference, and frequency of meetings of the council shall be determined by the Board and declared from time to time by resolution or Bye-law.*

The named membership consists of 42 members of member groups, 10 Board members and 6 staff members, however all members of member groups will be invited to attend Council meetings.

Making Music members are encouraged on an annual basis to put themselves forward to join this group. Council members are selected by the Board of Directors, ensuring that there is a cross-section of genres and geographical locations represented. Members of member groups can serve a maximum of two terms of three years on the Council.

### Remit

The Making Music Council is a forum for discussion and consultation between members, Board and staff. It acts as a valuable advisory group for the development of policies and services, and is a mechanism for staff and Board to keep in touch with the wants and needs of the members. The Council meets at least once a year.

The members of the Making Music Council shall be publicly visible on the MM website, with details of their specialism/area of representation.

The members of the Council may be consulted between meetings if appropriate, by email or by video conference.

### Reporting and resourcing

- The activities of the Council are overseen by the Board of Making Music and administered by the staff of Making Music.
- Items for the agenda for meetings of Council will be proposed by members of Council and the Making Music staff. The final agenda will be determined by the Chairman of the Board in consultation with the Executive Director.
- The administration of the Council by Making Music staff will be carried out principally by the Member Engagement Manager in consultation with the Membership & Events Co-Ordinator and senior management.
- Minutes of Council meetings will be taken and distributed by Making Music staff, and will also be made available online.
- A proportion of Making Music's annual budget is allocated to the running of the Council, and this is managed by the staff administering the Council.