

<b>Committee(s)</b>	<b>Dated:</b>
West Ham Park Committee	16 July 2020
<b>Subject:</b> Terms of Reference	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>
<b>Report author:</b> Richard Holt – Town Clerk’s Department	

### Summary

As part of the post-implementation review of the changes made to the City Corporation’s governance arrangements in 2011, it was agreed that all Committees should review their terms of reference annually. This is to enable any proposed changes to be considered in time for the annual reappointment of Committees by the Court of Common Council. One area identified for alteration is the reference to ‘the management of a Nursery’. It now suggested that this be removed from the West Ham Park Committee’s Terms of Reference to reflect the fact that the nursery is no longer in operation.

The terms of reference of the West Ham Park Committee are attached at Appendix 1 to this report for Members’ consideration.

### Recommendations

It is recommended that:

- The reference to ‘the management of a Nursery’ be removed from the West Ham Park Committee’s Terms of Reference to reflect that the nursery is no longer in operation and that the approval of the Policy and Resources Committee and the Court of Common Council be sought accordingly;
- Any further changes required in the lead up to the Court’s appointment of Committees be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman; and
- Members consider whether any change is required to the frequency of the Committee’s meetings.

### Appendices

- Appendix 1 – Terms of Reference

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