

<b>Committee:</b>	<b>Date:</b>
Culture, Heritage and Libraries Committee	27 May 2014
<b>Subject:</b> Appointment of Sub Committees and Keats House Consultative Committee 2014/15	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>

### Summary

The purpose of this report is to consider the appointment of the Grand Committee's sub-committees, to approve their composition and to also appoint representatives on to the Keats House Consultative Committee.

The Culture, Heritage and Libraries Committee is responsible for appointing representatives on to the following two Sub-Committees:-

- Benefices Sub Committee; and
- Reference Sub Committee;

In addition, the Committee is also responsible for the Management of Keats House and the Keats House Consultative Committee make representations on any matter which, in their opinion affects, or is likely to affect, Keats House.

For ease of reference, details of the composition and terms of reference of the Committee's sub-committees are set out in Appendix A. Details of the representatives the Committee is requested to appoint to serve on the Keats House Consultative Committee are set out in Appendix B.

### **Recommendations**

It is recommended that:-

- i. consideration be given to the appointment, composition and terms of reference of the following sub-committees for the ensuing year:-
  - Reference Sub-Committee; and
  - Benefices Sub-Committee
- ii. the Chairman and Deputy Chairman of the Grand Committee together with 2 other Members of this Committee be appointed to serve on the Keats House Consultative Committee.
- iii. Consideration be given to the appointment of two Members to act as Trustees of the Keats Foundation for a period of 4 years.

## **Main Report**

1. This report considers the appointment and composition of the Culture, Heritage and Libraries Committee's sub-committees. It also sets out details of the representatives the Committee is requested to appoint to serve on the Keats House Consultative Committee.
2. In 2010, the former Keats House Management Committee appointed two Members to act as Trustees of the Keats Foundation for a period of 4 years to expire in 2014. The Keats House Management Committee no longer exists and the Keats House Consultative Committee has no decision making powers. It is therefore proposed that the Culture, Heritage and Libraries Committee appoint the Trustees.
3. [NB. Any Member wishing to seek appointment to any Sub Committee is asked to notify Matthew Pitt as soon as possible on ext. 1425 or via email: [matthew.pitt@cityoflondon.gov.uk](mailto:matthew.pitt@cityoflondon.gov.uk) .
4. Any such notification will be used to assist in the running of the meeting. It should be noted that this is a request, not a requirement, and that nothing precludes a Member from waiting until the meeting before declaring their candidacy.
5. In the event that there are more Members wishing to seek election to any Sub Committee than there are places available, then ballot papers will be prepared and brought to the meeting for use if necessary.

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