

<b>Committee:</b> Culture, Heritage and Libraries Committee	<b>Date:</b> 2 March 2015
<b>Subject:</b> Terms of Reference and Frequency of Meetings of the Culture, Heritage and Libraries Committee	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>

### Summary

1. As part of the post-implementation review of the changes made to the governance arrangements in 2011, it was agreed that all Committees/Boards should review their terms of reference annually. This will enable any proposed changes to be considered in time for the reappointment of Committees by the Court of Common Council.
2. The current terms of reference of the Culture, Heritage and Libraries Committee are attached as an appendix to this report for your consideration.

### Recommendations

1. That, subject to any comments, the Terms of Reference of the Culture, Heritage and Libraries Committee be approved for submission to the Court, as set out in the appendix.
2. The Committee are asked to consider the frequency of their meetings going forward; i.e. 6 meetings a year.

### **Appendix:**

Current Terms of Reference of the Culture Heritage and Libraries Committee.

### **Contact:**

Julie Mayer

Telephone: 020 7332 1410

Email: [julie.mayer@cityoflondon.gov.uk](mailto:julie.mayer@cityoflondon.gov.uk)