

Committee(s)	Dated:
Hampstead Heath, Highgate Wood & Queen's Park Committee	25 January 2016
Subject: Terms of Reference Review	Public
Report of: Town Clerk	For Decision
Report author: David Arnold, Town Clerk's Department	

Summary

As part of the post-implementation review of the changes made to the governance arrangements in 2011 it was agreed that all Committees 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.

There is one proposed amendment to the Committee's Terms of Reference, which arises from the review of the City of London Corporation's grant-giving activities. The proposed terms of reference of the Hampstead Heath, Highgate Wood and Queen's Park Committee are attached at appendix A to this report for your consideration. The additional entry is set out at item (d) of the appendix.

Recommendations

It is recommended that:

- a) the terms of reference of the Committee, subject to any comments, be approved for submission to the Court in April 2016 as set out in the appendix; and
- b) any further changes 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.

Main Report

Background

1. As part of the post-implementation review of the changes made to the governance arrangements in 2011 it was agreed that all Committees 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.

Proposals

2. There is one proposed amendment to the Committee's Terms of Reference. This arises from the review of the Corporation's grant-giving activities, which the Committee considered in July 2015. The Committee agreed to set up a joint

Open Spaces Grants Review Working Party to determine how to best allocate open spaces grants.

3. The Working Party agreed that the most suitable approach would be for the Open Spaces and City Gardens Committee to take responsibility for awarding open spaces grants, with the Epping Forest and Commons Committee, West Ham Park Committee or Hampstead Heath, Highgate Wood and Queen's Park Committee providing comments and recommendations on any grant requests relating to their areas.
4. Assuming that each of the Committees approves this procedure, the Committee is asked to approve an additional entry to its Terms of Reference, set out at Appendix A as item (d). Similar additions to facilitate the approach to grants will be recommended to the other Committees during their consideration of their Terms of Reference in January and February 2016.

Appendices

- Appendix A – Terms of Reference

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APPENDIX A

Terms of Reference

To be responsible, having regard to the overall policy laid down by the Open Spaces & City Gardens Committee, for:-

Hampstead Heath

- (a) devising and implementing the City of London Corporation's policies and programmes of work in relation to Hampstead Heath (registered charity no. 803392) (and, in fulfilling those purposes, to have regard to any representations made to it by the Hampstead Heath Consultative Committee) in accordance with the London Government Re-organisation (Hampstead Heath) Order 1989;
- (b) exercising all the City of London Corporation's powers and duties relating to Hampstead Heath, including those set out in Regulation 5 of the London Government Re-organisation (Hampstead Heath) Order 1989, or in any Act or Statutory Instrument consolidating, amending or replacing the same;

Highgate Wood & Queen's Park

- (c) devising and implementing the City of London Corporation's policies and programmes of work in relation to Highgate Wood and Queen's Park (registered charity no. 232986)) (and, in fulfilling those purposes, to have regard to any representations made to it by the Highgate Wood Joint Consultative Committee and the Queen's Park Joint Consultative Group) in accordance with the provisions of the Highgate and Kilburn Open Spaces Act 1886;

Hampstead Heath, Highgate Wood & Queen's Park

- (d) to express views or make recommendations to the Open Spaces and City Gardens Committee for that Committee's allocation of grants which have relation to Hampstead Heath, Highgate Wood or Queen's Park, in line with annual funding and priorities agreed by the Resource Allocation Sub (Policy and Resources) Committee;

Consultative Committees

- (e) appointing such Consultative Committees as are considered necessary for the better performance of its duties including a,
Hampstead Heath Consultative Committee
Highgate Wood Joint Consultative Committee
Queen's Park Joint Consultative Group