

Committee: Culture, Heritage and Libraries Committee	Date: 7 February 2017
Subject: Terms of Reference and Frequency of Meetings of the Culture, Heritage and Libraries Committee	Public
Report of: Town Clerk	For Decision
Report author: Julie Mayer	

Summary

As part of the Governance Review 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 Annual Meeting of the Court of Common Council. The current terms of reference of the Culture, Heritage and Libraries Committee are attached as an appendix to this report for your consideration.

Members are asked to consider points (d) and (j) in the attached Terms of Reference in respect of :

(d) The Committees approval of the Culture, Heritage and Libraries Department's Reorganisation in December 2016 and the retirement of the Director of Culture, Heritage and Libraries on 31 January 2017.

(j) The City's Miscellaneous and Related Initiatives Budget, which had previously been allocated to the City of London Festival. Members are reminded of their agreement, in March 2016, to reallocate those resources in support of a new model for the Festival, to be delivered by the Assistant Town Clerk and Cultural Hub Director, to whom they have delegated authority to agree content. Members have also asked to receive regular evaluation reports, for review and comment, as the model is developed.

Recommendations

Members are asked to :

1. Consider the suggestions in respect of item (d) in the Terms of Reference, in respect of Member representation on Appointment Panels, as set out in paragraph 2 of the report.
2. Approve the amendment to item (j) in the Terms of Reference, in respect of the City of London Festival, as set out in paragraph 3 of the report and shown in italics in Appendix 1 to the report.

3. The Committee are asked to consider the frequency of their meetings; i.e. 6 meetings a year.
4. Subject to the consideration of items 1 and 3 above and the approval of item 2 above, the Terms of Reference of the Culture, Heritage and Libraries Committee be recommended to the Court of Common Council.

Main Report

1. Following the Culture, Heritage and Libraries Committee's approval of the Culture, Heritage and Libraries Departmental reorganisation in December 2016, the Departments of Open Spaces and Community and Children's Services will now be reporting to the Committee, in addition to the Assistant Town Clerk and Cultural Hub Directors.
2. According to the White Paper from 2016, the current appointment process in respect of the interview and selection for the posts of Director of Open Spaces and Director of Community and Children's Services are:
 - Director of Open Spaces: One Member from the Port Health Committee and the Open Spaces Committee
 - Director of Community and Children's Services: One Member from the Community and Children's Services Committee.

In light of the recent reorganisation, Members are invited to comment on future changes, if desirable, to Member representation on appointment panels for the above posts. Members' views will be factored into further discussions with Human Resources and the Establishment and Policy and Resources Committees.

3. In respect of the City's Miscellaneous and Related Initiatives Budget, which had previously been allocated to the City of London Festival, Members are reminded of their agreement, in March 2016, to reallocate those resources in support of a new model for the Festival, to be delivered by the Assistant Town Clerk and Cultural Hub Director, to whom they have delegated authority to agree content. Members have asked to receive regular evaluation reports for review and comment as the model is developed.

Appendix:

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

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