

Committee(s): Culture, Heritage and Libraries Committee – For decision	Date(s): 23 March 2020
Subject: Annual Review of the Committee's Terms of Reference	Public
Report of: Town Clerk & Chief Executive	For Decision
Report author: Chloe Rew Committee & Members Services Officer	

Summary

As part of the implementation of the 2011 Governance Review, 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 re-appointment of Committees by the Court of Common Council in April.

Recommendation(s)

Members are asked to:

- agree to remove reference to the City of London Festival budget at 4 (i), as this no longer exists;
- agree to remove reference to Cart Marking at 4 (g), as this is an external livery company event and the Committee does not make the arrangements for the event;
- consider any other changes as required; and,
- consider the frequency of their meetings going forward, which is currently 6 times per year.

Appendices

- Appendix 1 – Terms of Reference of the Culture, Heritage and Libraries Committee (Order of the Court – April 2019)
- Appendix 2 – Proposed Amendments to the Terms of Reference

Chloe Rew

Committee & Members Services Officer

T: 020 7332 1427

E: chloe.rew@cityoflondon.gov.uk