

<b>Committee(s):</b> Markets Board	<b>Dated:</b> 13 November 2024
<b>Subject:</b> Annual Review of the Board's Terms of Reference	<b>Public:</b> For Decision
<b>This proposal:</b> <ul style="list-style-type: none"> <li>• provides statutory duties</li> <li>• provides business enabling functions</li> </ul>	N/A
<b>Does this proposal require extra revenue and/or capital spending?</b>	N/A
<b>If so, how much?</b>	N/A
<b>What is the source of Funding?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	N/A
<b>Report of:</b>	Town Clerk
<b>Report author:</b>	Rhys Campbell, Governance Officer

## Summary

The Annual Review of the Market Board's Terms of Reference enables any proposed changes to be considered in time for the annual reappointment of Committees and Boards by the Court of Common Council. The Terms of Reference for the Markets Board are attached at Appendix 1 for Members' consideration.

## Recommendation(s)

Members are asked to:

- a) Agree that the terms of reference of the Markets Board, subject to any comments, be approved for onward submission to the Policy & Resources Committee, and subsequently the Court of Common Council in April 2025;
- b) Members consider whether any change is required to the frequency of the Board's meetings.

## **Main Report**

1. The current Terms of Reference, as approved by the Court of Common Council in April 2024, are listed at Appendix 1.
2. There have been no suggestions for changes in the interim to be considered by the Board since its last Annual Review.
3. Following consideration of any changes to the Board's Terms of Reference, the Terms of Reference shall be received by the Board at a future meeting, to be approved for onward submission to the Policy & Resources Committee, and subsequently the Court of Common Council.

### **Appendices**

- Appendix 1 – Court Order 2024/25 – Markets Board

### **Rhys Campbell**

Governance Officer, Town Clerk's Department

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