

<b>Committee(s):</b> Education Board	<b>Dated:</b> 21 January 2025
<b>Subject:</b> Annual Review of the Committee's Terms of Reference	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	
<b>Does this proposal require extra revenue and/or capital spending?</b>	N/A
<b>If so, how much?</b>	
<b>What is the source of Funding?</b>	
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	
<b>Report of:</b> Town Clerk	
<b>Report author:</b> Committee and Member Services Officer	<b>For Decision</b>

### Summary

The Committee's current Terms of Reference are submitted here to give the Committee an opportunity to consider them, and to enable any proposed changes to be considered at the Policy and Resources Committee meeting of 13 February 2025 in time for the re-appointment of Committees by the Court of Common Council in April 2025.

Please note that the membership given was correct at April 2024 and has since changed to reflect the resignation of Mary Robey, replaced by Jane Hindle.

### Recommendations:

1. The terms of reference of the Committee (**set out at Appendix 1**) be approved subject to any comments, for submission to the Court in April 2025; and,
2. Members to consider whether any change is required to the frequency of the Committee's meetings.

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