

London Advisory Committee (LAC)

Terms of Reference

Role

1. To advise the Commission and staff of Historic England, on request, on those cases in London which are novel, contentious, of exceptional sensitivity or technical or academic complexity or which raise broader policy issues relating to:

- a) statutory consent applications or pre-application proposals;
- b) the preparation of conservation and management plans, and schemes for repair, development, management, interpretation or presentation;
- c) programmes and projects in London for the identification, recording, investigation and analysis of the historic environment and for the preparation of the resulting records, syntheses, reports and publications;
- d) the referral to UNESCO of contentious development proposals within World Heritage Sites in London;
- e) other relevant/appropriate matters as requested by Commission or staff.

Chair

2. The Chair of the London Advisory Committee shall be a Commissioner and appointed by the Chair of the Commission. In his or her absence the Chair shall normally be taken by the Deputy Chair who shall normally be a Commissioner.

Attendance at Meetings

3. Members of the Committee shall be appointed by the Chair of the Commission on the advice of the Chair of the Committee.
4. The Committee shall have not fewer than 8 and not more than 16 members (excluding observers). The quorum of the Committee is 5 members, or one third of the appointed members, fractions counted as a whole, whichever is the greater.
5. The Committee Chair, in consultation with the Committee Co-ordinator, may invite observers to attend meetings where appropriate. Observers will not have voting rights and will only contribute to the Committee's discussion when invited to do so by the Chair.

Frequency of Meetings

- 6 The Committee will normally meet no fewer than 5 and no more than 10 times each year. Additional meetings may be held on the agreement of the Chair of the Commission.

Revised November 2019

**Next due for review:
November 2023**