

## **Sub Committees**

### **HOUSING MANAGEMENT & ALMSHOUSES SUB COMMITTEE**

#### **Constitution**

10 Members to be elected by the Community & Children's Services Committee, including the Chairman and Deputy Chairman.

#### **Quorum**

Any 3 Members.

#### **Terms of Reference**

To be responsible for:-

- (a) discharging the City of London Corporation's function in respect of the management of its existing social housing stock (with the Grand Committee retaining responsibility over policies affecting the City's Strategic Housing responsibilities);
- (b) approving schemes affecting the City's existing social housing and proposed stock in accordance with the policies and strategies for investment agreed by the Grand Committee and having regard to the City Corporation's Project Approval Procedure;
- (c) approve policies in relation to the management of housing services to tenants and leaseholders in City estates and review them as necessary;
- (d) the management of the City of London Almshouses (registered charity no 1005857) in accordance with the charity's governing instruments; and
- (d) advising the Grand Committee on:-
  - the general performance of the Social Housing Service and the Almshouses; and
  - its recommendations concerning the Allocation Scheme in the City's Housing Registration process.

**Suggested frequency of meetings:** a minimum of 5 a year

**THE COMMITTEE ARE ASKED TO APPOINT 10 MEMBERS.**

## **SAFEGUARDING SUB-COMMITTEE**

### **Constitution**

8 Members appointed by the Community & Children's Services Committee, including the Chairman and Deputy Chairman.

### **Quorum**

Any 3 Members.

### **Terms of Reference**

To be responsible for:-

1. overseeing the discharge of the City of London's responsibilities to safeguard children and adults who have been identified as requiring support and protection;
2. ensuring, in respect of children entering public care, that the duty of the local authority as a corporate parent to safeguard and promote a child's welfare is fulfilled;
3. monitoring the Community & Children's Services Department's performance in respect of its work to safeguard children and adults and make recommendations to the Grand Committee to bring about improvements as appropriate; and
4. exercising its functions with regards to the views of relevant service users, as appropriate.

**Suggested frequency of meetings:** a minimum of twice a year

**THE COMMITTEE ARE ASKED TO APPOINT 8 MEMBERS.**

## HOMELESSNESS AND ROUGH SLEEPING SUB COMMITTEE

### Constitution

- i. The Chairman & Deputy Chairman of the Community and Children's Services Committee;
- ii. Up to \*six Members of the Community and Children's Services Committee and/or the Court of Common Council;
- iii. Two Members representing the Police Committee;
- iv. A representative of the City church; and
- v. Chairman of the Safer City Partnership or his/her representative

The **quorum** of the sub committee shall consist of any three Members of the Court of Common Council.

The Sub Committee will have the power to **co-opt up to two external members** outside of the Court of Common Council. These individuals will provide expert experience relevant to the subject matter.

### Terms of Reference:

1. To give consideration to strategies and proposals to alleviate rough sleeping and homelessness in the City of London together with other associated activities **and to make recommendations to the Grand Committee.**
2. To have an overview of government and regional policies on rough sleeping;
3. To have an overview of rough sleeping in the City of London;
4. To monitor new approaches to working with rough sleepers;
5. To monitor the financial implications in delivering a service to rough sleepers;
6. To be informed about the health and wellbeing of rough sleepers, what services are required and how they can be delivered;
7. To monitor the implications of any enforcement activities; and
8. To monitor the numbers of rough sleepers on the City streets.
9. To liaise with other local authorities and agencies working towards tackling homelessness and rough sleeping.

**Suggested frequency of meetings – 4-5 times a year**

**THE COMMITTEE ARE ASKED TO APPOINT 3 Members – \*depending on level of interest from Court Members**

## EDUCATION BOARD

### 1. Constitution

A Non-Ward Committee consisting of,

- 10 Members elected by the Court of Common Council, at least two of who shall have fewer than five years' service on the Court at the time of their appointment
- Up to four external representatives, appointed by the Education Board, with appropriate expertise in the field of education (i.e. non-Members of the Court of Common Council, who shall have voting rights)
- One member appointed by the Policy & Resources Committee
- One member appointed by the Community & Children's Services Committee

### 2. Quorum

The quorum consists of any three Common Council Members and one of the four external representatives, except for the appointment of external representatives, when the quorum consists of any three Common Council Members.

### 4. Terms of Reference

- (a) To monitor and review the City of London Strategies for Education, Cultural and Creative Learning, and Skills and to oversee its ~~their~~ implementation in consultation with the appropriate City of London Committees; referring any proposed changes to the Court of Common Council for approval;
- (b) To oversee generally the City of London Corporation's education activities; consulting with those Committees where education responsibilities are expressly provided for within the terms of reference of those Committees and liaising with the City's affiliated schools and co-sponsors;
- (c) To be responsible for the oversight and monitoring of the City of London Corporation's sponsorship of its Academies, including the appointment of academy governors and, where relevant Members, Directors and Trustees;
- (d) The management of The City of London Corporation Combined Education Charity (registered charity no. 312836), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (e) The management of the City Educational Trust Fund (registered charity no. 290840), subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of the charity's funds;
- (f) To constitute Sub-Committees in order to consider particular items of business within the terms of reference of the Board, including:-  
Education Charity Sub (Education Board) Committee\*
- (g) To recommend to the Court of Common Council candidates for appointment as the City of London Corporation's representative on school governing bodies where nomination rights are granted and which do not fall within the remit of any other Committee;
- (h) To monitor the frameworks for effective accountability, challenge and support in the City Family of Schools\*\*;
- (i) To be responsible for the distribution of funds specifically allocated to it for education purposes, in accordance with the City of London Corporation's strategic policies;
- (j) Oversight of the City of London Corporation's education-business link activities.

\* The constitution of The Education Charity Sub-Committee is set by the Court of Common Council and comprises four Members appointed by the Education Board and four Members appointed by the Community and Children's Services Committee.

\*\*The expression "the City Family of Schools" means those schools for which the City has either direct responsibility as proprietor, sponsor or local authority, or historic links. These include but are not restricted to: The Sir John Cass Foundation Primary School, The City Academy Hackney, the City of London Academy Islington, the City of London School, the City of London School for Girls, the City of London Freeman's School, and the academies managed by the City of London Academies Trust.

*NB – The wording under subsection (b) of the Terms of Reference is currently the subject of review and it is intended that amended wording will be presented to the Court for consideration in due course.*

**Suggested frequency of meetings: a minimum of 6 a year**

**THE COMMITTEE ARE ASKED TO APPOINT 1 MEMBER.**

## **INTEGRATED COMMISSIONING SUB-COMMITTEE**

### **Constitution**

- 3 Members and one Deputy appointed by the Community & Children's Services Committee.
- It is convention for the Chairman and Deputy Chairman of the Grand Committee to be appointed to this Board but not in an ex-officio role.

### **Quorum**

Any three Members.

The development of fully integrated commissioning across health, social care and public health locally is the proposed mechanism for delivering the wider aims of partners around integration.

It is within the gift of the Committee to appoint a Member to act as a Deputy or substitute. This Member will be invited to attend sub committee meetings when a full Member gives their apologies.

**Suggested frequency of meetings:** a minimum of 4 a year

**THE COMMITTEE ARE ASKED TO APPOINT 3 FULL MEMBERS & ONE DEPUTY MEMBER.**

## **HOUSING DELIVERY PROGRAMME WORKING GROUP**

### **Constitution**

- the Chairman of the Policy and Resources Committee (or his/her representative)
- the Chairman of Community and Children's Services Committee (or his/her representative)
- the Chairman of the Housing Management and Almshouses Sub Committee (or his/her representative)
- four Members of the Court of Common Council elected by the Policy and Resources Committee

### **Quorum**

Any 3 Members

### **Terms of Reference:**

To be responsible for supporting the Policy and Resources Committee in progressing the delivery of the Corporation's target of establishing 3,700 new houses over the next 10 years.

**Suggested frequency of meetings:** a minimum of 5 a year

**THE COMMITTEE ARE ASKED TO APPOINT THE CHAIRMAN (OR THEIR REPRESENTATIVE).**