

<b>Committee:</b> Community and Children's Services	<b>Date:</b> 6 <sup>th</sup> March 2020
<b>Subject:</b> Terms of Reference and Frequency of Meetings of the Community and Children's Services Committee	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>
<b>Report Author:</b> Julie Mayer	

### **Summary**

As part of the post-implementation review of the changes made to the Governance Arrangements in 2011, 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 reappointment of Committees by the Annual Meeting of the Court of Common Council. The current Terms of Reference are attached for your consideration.

At the last meeting of the Committee, Members discussed last year's trial of holding Committee meetings on a different day of the week (to Fridays) and the Chairman was keen to do this again in 2020/21, provided alternative rooms were available. Members also discussed the recent poll seeking their views as to whether to hold Committee meetings in the evening; when the majority voted to keep daytime meetings.

There was further discussion about the fairly high level of apologies generally for this Committee and whether this might be due to the number of working Members. Some Members suggested a trial of two evening meetings during 20/21, to see if this reduced the number of apologies. Furthermore, as this was probably the most community facing Committee in the City of London Corporation, evening meetings might be more convenient for working residents. On being put to a vote, Members agreed that officers should investigate the implications on staff Terms and Conditions of Employment, and the impact on local risk budgets in respect of overtime payments, ahead of a possible trial of holding Community and Children's Services Committee Meetings on two evenings in 2020/21.

### **RECOMMENDATION – That:**

1. Subject to Members' comments/suggestions, the Terms of Reference of the Committee be approved.
2. The Committee continues to meet on Fridays or Members consider meeting on a different day of the week, provided there are committee rooms available.
3. Officers investigate the implications on staff Terms and Conditions of Employment and the impact on local risk budgets in respect of overtime payments, ahead of a possible trial of holding Community and Children's Services Committee Meetings on two evenings in 2020/21.



## **Terms of Reference**

### **Community and Children's Services Committee**

#### **To be responsible for:-**

- (a) the appointment of the Director of Community & Children's Services;
- (b) the following functions of the City of London Corporation (other than in respect of powers expressly delegated to another committee, sub-committee, board or panel):-
  - Children's Services
  - Adults' Services
  - Education (to include the nomination/appointment of Local Authority Governors; as appropriate)
  - Social Services
  - Social Housing (i.e. the management and development of the property owned by the City of London Corporation, within its existing estates, under the Housing Revenue Account and the City Fund, in accordance with the requirements of all relevant legislation and the disposal of interests in the City of London Corporation's Housing Estates (pursuant to such policies as are from time to time laid down by the Court of Common Council).
  - Public health (within the meaning of the Health and Social Care Act 2012), liaison with health services and health scrutiny
  - Sport/Leisure Activities
  - Management of the City of London Almshouses (registered charity no 1005857) in accordance with the charity's governing instruments
  - Marriage Licensing and the Registration Service and the preparation of all statutory plans relating to those functions and consulting as appropriate on the exercise of those functions;
- (c) appointing Statutory Panels, Boards and Sub-Committees as are considered necessary for the better performance of its duties including the following areas:-
  - Housing Management and Almshouses Sub-Committee
  - Safeguarding Sub-Committee
  - Integrated Commissioning Sub-Committee
  - Homelessness and Rough Sleepers Sub-Committee
- (d) the management of The City of London Corporation Combined Relief of Poverty Charity (registered charity no. 1073660);
- (e) making recommendations to the Education Board on the policy to be adopted for the application of charitable funds from The City of London Corporation Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840); and to make appointments to the Sub-Committee established by the Education Board for the purpose of managing those charities.
- (f) the management of the Aldgate Pavilion.