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| Committee(s) Homelessness and Rough Sleeping Sub Committee – For Recommendation Community and Children’s Services Committee – For Decision | Dated: 04/10/2023 01/11/2023 |
| Subject: Terms of Reference of the Homelessness and Rough Sleeping Sub Committee | Public |
| Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly? | 3, 8 & 10 |
| Does this proposal require extra revenue and/or capital spending? | N |
| If so, how much? | N/A |
| What is the source of Funding? | N/A |
| Has this Funding Source been agreed with the Chamberlain’s Department? | N/A |
| Report of: The Interim Deputy Town Clerk, Gregory Moore | For Decision |
| Report author(s): Katie Davies, Governance Officer | |

Summary

This report calls for an update of the Homelessness and Rough Sleeping’s Terms of Reference, following a recommendation by the Sub Committee to the Community and Children’s Services Committee for final approval. This update focuses on External Membership and frequency of meetings.

Recommendation(s)

Members are invited to:

- Approve, subject to any comments, the increased number of co-opted external members from two to three and removal of the vacant Police Committee membership as set out in the updated terms of reference of the Sub Committee (**Appendix 1**); and
- Approve, subject to any comments, the decreased number of meetings per year as set out in the updated terms of reference of the Sub Committee (**Appendix 1**).

Main Report

1. As part of the implementation of the 2011 Governance Review, it was agreed that all Sub Committees of Grand Committees of the Court of Common Council review their Terms of Reference on an annual basis.
2. In accordance with Standing Order 27.1(a), a Sub Committee may at any time alter the membership of a Sub-Committee set up by them.

3. At the 4 October 2023 Homelessness and Rough Sleeping meeting, the Sub Committee agreed to recommend the revised Terms of Reference to the Community and Children's Services Committee for approval.

Proposals

4. The Grand Committee is therefore requested to consider the following:
5. Increase the number of co-opted external members from two to three;
6. Actively recruit people who are currently working in or have recent experience of homelessness and people at risk of becoming homeless, i.e. those living in precarious/temporary accommodation, with one appointment to a person from the interfaith community;
7. In the first instance, to offer two two-year terms, and one three-year term;
8. Reduce the two places currently allocated to the police committee to one, but given the opportunity to fill one of the external members appointments in the first instance; and
9. Reduce the frequency of meetings from five to four times per annum, to better align with the most recent and up-to-date data and reports.

Conclusion

10. The Committee is requested to approve, subject to any comments, the Homelessness and Rough Sleeping Terms of Reference.

Appendices

Appendix 1 – Updated Terms of Reference

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Governance Officer

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