

Committee(s): Community and Children's Services Committee	Dated: 25 th January 2023
Subject: Annual Review of the Committee's Terms of Reference	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/A
If so, how much?	
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain's Department?	
Report of: Town Clerk	
Report author: Committee and Member Services Officer	For Decision

Summary

The Annual Review of the Committee's Terms of Reference enables any proposed changes to be considered in time for the annual reappointment of Committees by the Court of Common Council. The Terms of Reference for the Community and Children's Services Committee are attached at Appendix 1.

The Suggested amendments since last year have been shown in strikethrough and/or italics.

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 2024; and,
2. Members consider whether any change is required to the frequency of the Committee's meetings.

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COMMUNITY AND CHILDREN'S SERVICES COMMITTEE TERMS OF REFERENCE

1. Constitution

A Ward Committee consisting of:

- two Aldermen nominated by the Court of Aldermen,
- up to 34 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides), those Wards having 200 or more residents (based on the Ward List) being able to nominate a maximum of two representatives; and
- a limited number of Members co-opted by the Committee (e.g. the two parent governors required by law)

2. Quorum

The quorum consists of any nine Members (NB. *The co-opted Members only count as part of the quorum for matters relating to the Education Function*).

3. To be responsible for:-

- (a) the appointment of the Executive 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):-
 - i. Children's Services – *to include Corporate Parenting, which is also scrutinised by the Committee's Safeguarding Sub Committee, together with performance data.*
 - ii. Adults' Services – *noting that performance data is also scrutinised by the Safeguarding Sub Committee.*
 - iii. Education - *to include attendance/admissions for the Aldgate School, Children Centre matters and Special Educational Needs and Disability (SEND), which are also scrutinised by the Safeguarding Sub Committee.*
~~to include the nomination/appointment of Local Authority Governors; as appropriate.~~

iv. Libraries - in so far as the library services affects our communities (*NB - the budget for the Library Service falls within the remit of the Culture, Heritage and Libraries Committee but the Head of the Libraries Service reports to the Director of Community and Children's Services*)

~~v. Social Services~~

vi. Social Housing - (i.e. the management of the property owned by the City of London Corporation 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). (*NB. the Housing Management and Almshouses Sub Committee has decision making powers in these matters, delegated by the Grand Committee*).

vii. Public Health - *as prescribed by the Health and Social Care Act 2022, noting the separate and distinct responsibilities of the Port Health and Environmental Services Committee, the Health and Wellbeing board and the Health and Social Care Scrutiny Committee.*

viii. Sport/Leisure Activities – *including the Golden Lane Leisure Centre.*

ix. 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
- *City and Hackney Sub Committee of the North East London Integrated Care Board*
- Homelessness and Rough Sleepers Sub-Committee

(d) excepting those matters reserved to the Court of Common Council or which are the responsibility of another Committee, all aspects of City of London Combined Relief of Poverty Charity (registered charity no. 1073660) and City of London Almshouses Charity (registered charity no. 1005857) and day-to-day management and administration of the charities. The Committee may exercise any available powers on behalf of the City Corporation as trustee under delegated authority from the Court of Common Council as the body responsible for exercising the powers of the City Corporation as trustee. This includes, but is not limited to, ensuring effective operational arrangements are in place for the proper administration of the charities, and to support expedient and efficient delivery of the charities objects and activities in accordance with the charities annual budget, strategy and policies.

- (f) 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.
- (g) the management of the Aldgate Pavilion.