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**Meeting:** Central Bedfordshire Schools Forum  
**Date:** 21 January 2013  
**Subject:** Review of the Forum's Constitution and Terms of Reference  
**Report of:** Mel Peaston, Committee Services Manager  
**Summary:** This report enables the first stage of a review of the Constitution and Terms of Reference as previously requested by the Central Bedfordshire Schools Forum.

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**Advising Officer:** Mel Peaston, Committee Services Manager  
**Contact Officer:** Martha Clampitt, Committee Services Officer  
**Public/Exempt:** Public  
**Wards Affected:** None  
**Function of:** Council

## **CORPORATE IMPLICATIONS**

### **Council Priorities:**

- Improved educational attainment.

### **Financial:**

1. N/A

### **Legal:**

2. The Constitution and Terms of Reference of the Schools Forum were previously drawn up to comply with Regulations issued in 2010. New Regulations were issued in 2012.

### **Risk Management:**

3. N/A

### **Staffing (including Trades Unions):**

4. N/A

### **Equalities/Human Rights:**

5. To ensure that any decision does not unfairly discriminate, public authorities must be rigorous in reporting to Members the outcome of an equality impact assessment and the legal duties.

6. Public Authorities must ensure that decisions are made in a way which minimises unfairness, and without a disproportionately negative effect on people from different ethnic groups, disabled people, women and men. It is important that Councillors are aware of this duty before they take a decision.

**Public Health**

7. N/A

**Community Safety:**

8. N/A

**Sustainability:**

9. N/A

**Procurement:**

10. N/A

**RECOMMENDATION(S):**

**The Forum is asked to:**

**comment on the Central Bedfordshire Schools Forum Constitution and Terms of Reference to enable a revised draft, compliant with the Regulations issued in 2012, to be brought to the next meeting for further consideration.**

**Information**

11. The Central Bedfordshire Schools Forum Constitution and Terms of Reference has previously been amended to comply with the provisions of The Schools Forum (England) Regulations 2010. New Regulations were issued in 2012, which include a requirement to comply with the membership provisions by 1 October 2012.
12. The Forum has accordingly updated its membership provisions, but requested at its last meeting (minute CBSF/12/63 refers) that the Constitution and Terms of Reference be brought back for further consideration. The current Constitution and Terms of Reference document is attached at Appendix A. The 2012 Regulations, with which the document must comply, are attached at Appendix B.
13. The Forum is therefore asked to review the document in line with the 2012 Regulations and propose any amendments so that the document can be re-drafted and brought back to the next meeting for approval.

**Appendices:** Appendix A – Constitution and Terms of Reference  
Appendix B – The Schools Forums (England) Regulations 2012

**Background Papers:** (open to public inspection) None